

School of Psychology Faculty Meeting

Tuesday, April 21, 2015

Present: Audrey Duarte; Frank Durso; Susan Embretson; Randall Engle; Chris Hertzog; Ruth Kanfer; Rustin Meyer; Scott Moffat; Jim Roberts; Eric Schumacher; Dan Spieler; Davood Tofighi; Paul Verhaeghen; Howard Weiss (Chair); Mark Wheeler

Student Reps: Savannah Cookson; Skip Hauenstein; Elnora Kelly; Lauren Margulieux; Ursula Saelzler

Administrative: Erik Brown; Dawn Franklin; Jan Westbrook

1. Merit Pool (Weiss)
 - a. We have been informed that there will be a 2.5% raise pool for faculty and staff this year
 - b. The School is only permitted to give raises to up to 75% of the faculty and 75% of the staff

2. Changes to Available Graduate Student Work Classifications for the Summer
 - a. Prior practice in the School was to pay our graduate students as Graduate Assistants (GAs) for the summer, which means the grants did not need to cover tuition and the students did not have to enroll and pay fees. We have been told by the University that effective the start of this summer, we can no longer do this
 - i. If a graduate student was a GRA in the spring and will be a GRA in the Fall, from now on, if they are doing research in a lab, they will need to be a GRA for the summer as well. This means that the students will need to enroll for the summer, the grants will need to cover the tuition, and the students will need to pay fees
 - ii. Drs. Weiss and Verhaeghen met with the Provost's office regarding this new directive. The Provost's office agreed to the following:
 1. If your grant has a GA built into it for the summer, that will be honored for the life of the grant
 2. To provide for a transition period, the School will also be allowed 15 GA exceptions for the summer 2015 semester only

3. Email Migration
 - a. The College will be migrating from the Zimbra email system to Office 365 starting Monday May 4th.
 - b. You will receive an automatic notification once your email begins migration and when the migration is complete
 - c. Please keep an eye out for emails from OIT prior to the transition as they will be sending out pre-migration checklists
 - d. You will continue to have access to your emails in Zimbra during the transition; however, all new emails will be sent to your Office 365 account. Once the migration is complete, you will still have access to your older emails in Zimbra for 90 days (your older emails will also be transitioned to Office 365)

4. Chairs Meeting on Sexual Violence

- a. Dr. Weiss attended a Chairs meeting regarding the issue of sexual violence on campus
 - i. As employees of the state, it is important to know that we are required to report incidents of sexual violence.
 - ii. If someone comes to speak with you about an incident of sexual violence you should tell them that you are required to report the incident up front (very few people on campus have the presumption of confidentiality and we are not one of them). This applies to anyone employed by the Institute, including graduate student employees
 - iii. You should not engage in any fact-finding, problem-solving, etc.
 - iv. If you think that something is imminent, you must also report it to the police
 - v. Dr. Weiss will forward the presentation from the meeting (attached to bottom of these minutes)

5. The Academic Calendar is currently undergoing some changes

- a. We don't have the confirmed changes yet, but it is likely that the following will be made:
 - i. The current "Dead Week" will be replaced by two "Finals Instructional Class Days" on Mondays and Tuesdays, followed by a "Reading Period" with exams wrapped around the weekend. Final exams will begin on Thursday, in the late afternoon period, and will conclude the following Thursday.
 - ii. No final exams (except for conflict periods) will be scheduled on Friday before commencement
 - iii. Two additional class holidays will be incorporated into the calendar. These include the Wednesday before Thanksgiving in fall semester and the day before or after the July 4 holiday in summer semester (to be determined by the Registrar)

6. Graduate Student Milestones (Verhaeghen)

- a. Engineering Psychology group proposed changing the deadline for milestones to August 1 instead of the end of the Spring semester. However, Dr. Verhaeghen met with the graduate student area reps to discuss the proposed change and the general consensus among the student reps was that this could create an issue because some students are not around during the summer.
- b. New proposal to keep the milestones deadline at the end of the spring semester with the following stipulation:
 - i. Have as a policy that the School expects students to finish by the end of the semester; however, if the student is close to finishing and is expected to finish over the summer, then we will go ahead and give them a regular score and put in the letter to the student that they will not be put on probation provided that he/she finishes by August 1st.
 1. Resolution was to table this discussion until the fall and provide the Engineering Psychology group with an opportunity to make a case for the August 1st deadline

7. Undergraduate Recruitment (Weiss)

- a. Dr. Weiss is putting a committee together to focus on how we can increase/stabilize our number of psychology majors
- b. Please let Dr. Weiss know if you are interested in serving on the committee