

**Faculty Senate Executive Committee
Minutes of the February 19th, 2019 Meeting
Adelbert Hall, Room M2**

Committee Members in Attendance

Barbara Snyder, President
Ben Vinson, Provost
Cynthia Beall, CAS, chair
David B. Miller, MSASS, vice chair
Juscelino Colares, LAW, past chair
David Crampton, MSASS
Evelyn Duffy, SON
Mark Hans, SODM
Danny Manor, SOM
Mohan Sankaran, CSE
Peter Shulman, CAS
Simon Peck, WSOM

Senate Standing Committee Chairs:

Kenneth Ledford, chair, By-Laws Committee
Christine Cano, chair, Personnel Committee

Absent:

Aaron Perzanowski, LAW

Guests:

Lisa Camp
Suzanne Rivera
Thomas Matthews
Michael Mason
Donald Feke
Lisa Palazzo

Call to Order

Professor Cynthia Beall, chair, Faculty Senate, called the meeting to order at 2:00 p.m.

Approval of Minutes

The minutes of the January 16, 2019 meeting of the Faculty Senate Executive Committee were reviewed and approved. *Attachment*

President's Announcements

The President did not have any announcements.

Provost's Announcements

The Provost reported that a tuition forum was held last week to inform undergraduate students about the tuition increase for academic year 2019-2020. The increase will be 3.8% and tuition will for the year will be \$50,450. The Provost said that a number of others matters were discussed at the Forum such as the importance of technology in learning, health and safety on campus, dormitory renovations and enhancement of dining services.

The Provost reported that his office received 139 applications for seed sprints and that 17 were funded for a total of \$149,643. A description of the successful seed sprints are included on the Think Big website. The Thinkers were chosen (9 faculty and 5 staff) and introduced to the campus community on February 7th. The next phase of Think Big will be to engage the entire campus community in the strategic planning process.

There will be a panel discussion on February 25th entitled Increasing Campus Engagement in the Liberal Arts: National Trends & Opportunities. The discussion will include four leaders from the academic world with experience integrating the arts and humanities with science, technology, engineering and math. A follow-up discussion with internal constituents will be held on March 1st and facilitated by Professor Jeremy Bendik-Keymer.

Chair's Announcements

Prof. Beall said that both she and the Senate vice chair are interested in recruiting faculty from all schools for involvement in the Faculty Senate. To this end, the Faculty Opportunities survey was conducted twice. Also, Prof. Beall and Rebecca Weiss, secretary of the University Faculty, attended a professional development event for faculty and staff, and the chair and vice chair will present at UCITE meetings about Senate opportunities. Prof. Beall said that faculty from the School of Dental Medicine are interested in hosting a faculty meeting. Professor Mark Hans said that because faculty do not have the authority to call faculty meetings under the school's By-Laws, an informal informational get-together is the alternative.

Prof. Beall reminded members of the Executive Committee that in 2016 the Senate passed a resolution recommending that all university faculty complete Diversity 360 training by the end of the 2019-2020 academic year. Prof. Beall asked committee members to remind their colleagues also.

Prof. Beall reported that she and Prof. Miller met with representatives from the Staff Advisory Council to discuss faculty/staff relations, per the Provost's request. It was a successful meeting and they are working on next steps.

The ad hoc Committee charged with considering revisions to the faculty meeting provisions of the Faculty Handbook met and made several recommendations. Prof. Beall reviewed the recommendations with the Executive Committee.

Conflict of Commitment Policy

Professor Kenneth Ledford, chair of the Senate By-Laws Committee, presented the Conflict of Commitment Policy which was originally presented last year. A revised policy was reviewed and approved by the Committees on Research, Faculty Personnel and By-Laws. The original proposal called for adding to the Conflict of Interest Policy, but the current version revises the policy in the Faculty Handbook on *Non-University Activities of Faculty Members During the Contractual Period* (Chapter 3, Part One, Article III). The new policy includes a list of activities that would not be considered “consulting or similar services” and therefore would not require approval from a department chair or dean. It also provides that for consulting and similar services, an average of four working days per month (including travel time) during a faculty member’s contract period is reasonable. This language was adopted from an earlier version of the Faculty Handbook. Suzanne Rivera, Vice President of Research, said that they were intentional about not prescribing a specific process for all schools to follow. This will be up to each individual unit. The Executive Committee voted to include the policy on the Faculty Senate agenda (9 votes in favor and one abstention). *Attachment*

Honorary Degree Nomination

The Provost reported that the Honorary Degree Nomination Committee had nominated another candidate for an honorary degree. The Provost provided background information on the nominee and the Executive Committee approved the nomination.

Discussion of Whether to Create a Space Committee

The Executive Committee discussed whether faculty would be interested in forming a committee to discuss issues such as space utilization on campus. Steve Campbell, Vice President for Campus Planning and Facilities Management had provided Prof. Beall with a list of possible items for discussion. Committee members suggested focusing on one issue to start with such as classroom space for undergraduates. The President said that she and the Provost would talk with Steve Campbell and the deans about undergraduate space priorities and communicate with Profs. Beall and Miller. The President, Provost, and Profs. Beall and Miller will draft a charge. The committee would operate as a pilot project for the 2019-2020 academic year. It is likely that the committee would begin its work next fall. *Attachment*

Executive Committee School Representative (MSASS)

Professor David Crampton, MSASS, reported on three important matters at MSASS:

1. The School received its reaccreditation for the next 7 years in fall 2018. The MSASS faculty are currently working on revising the curriculum with an emphasis on social work specializations.
2. MSASS will be changing its online program vendor. The online program involves 50% of the School’s students.
3. The School is working on faculty/staff relations and have developed a model that could be shared with other schools and departments.

Faculty Senate Involvement in Strategic Planning Process

Professor Beall proposed a strategic planning discussion as part of the Think Big strategic planning process on the topic of Faculty Powers and Responsibilities. More details will be shared with the Faculty Senate but Prof. Beall asked Executive Committee members to begin thinking about the topic. *Attachment*

Request from CSE for Reconsideration of University Fair Labor Standards Act Practices

Professor Mohan Sankaran, CSE, presented a request from the School of Engineering to the Senate that it work with the administration to revisit the policies adopted in anticipation of FLSA regulations that were never implemented. The increase in minimum pay required for exempt employees and the requirement that they work full-time for one year, has made it very difficult to use grant funding to hire research associates. Hiring associates as non-exempt employees requires approval for overtime, and the work must be closely supervised. This is having a deleterious effect on the school as well as research associates. The President said that she would discuss this with Human Resources, and that while she was willing to reconsider the one-year requirement for exempt employees, she is not inclined to reduce salaries. A number of other AAU institutions have also retained these policies. *Attachment*

Longitudinal Data on Faculty Composition

Vice Provost Don Feke presented longitudinal data on faculty composition for SAGES First and University Seminars, and for all University Faculty. There was a gap in the SAGES data between 2011-2012 and 2017-2018. Vice Provost Feke said these data were not available. A Committee member pointed out that fewer tenure and tenure-track faculty were teaching in the SAGES program despite an increase in the student population. The number of Professional School Faculty teaching in SAGES did not increase as expected and in fact has decreased. The data on University Faculty appointments was shown with and without medical school faculty. Overall, the numbers of full-time non-tenure track faculty have increased. A motion was made and seconded to update these data annually. The Committee voted to approve the motion. *Attachment*

Policy on the Management of Administrative Policies

Lisa Palazzo, University Chief Compliance and Privacy Officer, presented the Policy on the Management of University Policies. In 2017, the Compliance Office convened a committee to consider whether the university should have a centralized policy development process, as recommended by internal auditors. The Committee included several faculty members, and after extensive discussion, a policy/process was developed. Ms. Palazzo said that policies affecting faculty that are typically managed through the Senate process will not be covered under this new policy/process. The process is also not meant to reach into the schools, affect intra-school policies or increase the number of policies. For new or revised policies that may affect faculty members, the responsible university office (RUO) will notify the Faculty Senate to provide the option of participating in a policy vetting process in a consultative role. A Committee member asked who would make the determination of whether a policy affects

faculty. Ms. Palazzo said that most policies will have some impact on faculty so the RUO will contact the Senate in most situations. Another Committee member suggested that when a faculty member joins a committee to review a proposal for a new policy or a revision to a current policy, that he/she report to the Senate on the policy being discussed. *Attachment*

Executive Committee Representative Report from the School of Nursing

There was insufficient time for this report.

Approval of Faculty Senate Agenda

The Executive Committee approved the agenda for the February 25th Faculty Senate meeting with one deletion. *Attachment*

The meeting was adjourned at 4:30 pm.