Meeting Minutes, Tuesday, October 1, 2013 4 p.m. Court End Ballroom, Larrick Student Center, MCV

Attendance at October 1 Faculty Senate Meeting

Present -
Crosthwaiite(AHP), Hassell(AHP), Alford(ARTS), Benitez(ARTS), Farmer(ARTS), Lampert(ARTS), Andrews(BUS), Davis(BUS), Lee(BUS), Smith(BUS), Vijayakumar(BUS), Coble(DEN), Octave(DEN), Pellegrini(DEN), Alcaine(EDU), Chen(EDU), Hargraves(EDU), Wayne(EDU), Alvarez(HAS), Chan(HAS), Crislip(HAS), Cummins(HAS), Daugherty(HAS), Honnold(HAS), Nicholson(HAS), Rector(HAS), Rodriguez(HAS), Shoal(HAS), Sims(HAS), South(HAS), Stewart(HAS), Street(HAS), Jallo(NUR), Lindner(NUR), Hawkridge(PHAalt for Laura Morgan), HyltonGravatt(PHA), O'Neal(RetFac), Brookman(SOM), Colello(SOM), Gannaway(SOM), Jones(SOM), Kaplan(SOM), Takabe(SOMalt for Amelia Grover), Manjili(SOM), Morano(SOMalt for Michael McVoy), O'Connell(SOM), Ratliff(SOM), Donovan(Staffalt for Tim Coffey) Fauri(SWK), Secret(SWK), Cates(UC), Kasiewicz(UC), Davis(VCU-L), Owens(VCU-L)

Absent - Hammersley(ARTS), Epps(BUSsexcused), Stewart(EDU), Bilbao(EGR), Chestnut(HAS), Total(HAS), Montpetit(NUR), Miller(PHA), Morgan(PHSexcused), Bachmann(SOMexcused), Goudreau(SOM), Groteweil(SOM), Grover(SOM), Lister(SOM), Marinello(SOM), McVoy(SOM), Parsons(SOM), Reid(SOM), Weaver(SOM), Wickham(SOM), Aguiar(StAff), Coffey(StAff), Jensen(StAff), LambBarnes(UC), Macbeth(UC), White(WEB2013)

Procedural Matters: President Nicholson called the meeting to order at 4:05 and reviewed the agenda. Minutes of Meeting of September 3, 2013 were reviewed and approved.

New Committee Chair Introductions: President Nicholson introduced new committee chairs: Pat Cummins (State Legislative and Statewide Relations; she also is the Senate representative to the University Compensation Study Group); Jose Alcaine (Alumni and Community Relations); Emily Davis (Academic Support Services); Colleen Davis (Student Affairs). J. Nicholson sits on the VCU Alumni Governing Board.

For Information: H. Alford reviewed the FS committee formulation and provided an update of Committee Membership and VCU Faculty Senate Representatives and FS Committee membership. J. Pellegrini and S. Lindner join H. Alford as FS representatives on Great Place Initiative. Please check with H. Alford if corrections are needed to the VCU Faculty Senate Appointments or Committees list.

The Senate has yet to fill the position of chair for the Academic Programs and Research Committee and a nominee to the University Substance Abuse Committee.

Action Item: J. Nicholson and H. Alford sit on University Council (UC) as President and Vice-President of Faculty Senate. Other FS representatives need to be elected. D. Fauri and B. Andrews were nominated as FS representatives and S. Street as an alternative (M. Secret moved and J. Vijayakumar seconded). The nominees were elected by unanimous vote.

Update: All faculty senators were encouraged to attend the VCU Leadership Reception to be held October 8, 2013 at Larrick Center, 4 – 6 pm. This reception is the first gathering of leaders from the university organizations (UC, Faculty Senate, UUCC and UGC) to discuss leadership issues and share ideas about faculty engagement in decision making at the university.

Provost’s Update and Discussion: Provost Warren discussed the following issues:
• The **Leadership Reception/Workshop** (referenced above) evolved from GPI survey results indicating a need for improved dialogue and also to express gratitude to faculty for their role and the work they do at the university; the workshop’ focus is on rights and responsibilities and what the university can do to support faculty in these university service roles.

• The success of this year’s **Faculty Convocation** as a celebration of the faculty coming together. There have been many positive comments about the presence of the faculty emeritus, Faculty Appreciation Breakfast, the numbers of faculty in attendance.

• **University Council** information: Faculty Affairs Committee will be reviewing by-laws and other documents to explore ways to foster shared governance; Academic Affairs Committee will be reviewing administrative policies/procedures in an attempt to streamline processes. Academic Affairs and Faculty Affairs will be exploring a name change for Academic Affairs; membership of Academic Affairs Committee is a concern because the group is missing classified staff (current composition is 6 faculty, 2 administrators, 2 students). Provost requested that Faculty Senate recommend 2 classified staff members serve as non-voting members this year with the potential of becoming permanent members. **D. Fauri moved and B. Andrews seconded a motion to add 2 classified staff as non-voting members. Unanimous approval by the FS.**

• There has been much growth in the number of administrative and professional faculty positions. An **A & P Faculty Task Force** has been formed to consider trends over the past years, to investigate best practices, and to make recommendations on classifications including reclassification for administrative and professional faculty. The Task Force is chaired by Dr. Timothy Davey (Office of Faculty Recruitment and Retention): 5 faculty senators have been named to the committee. FS has been asked to review representation of A & P faculty participation in FS.

• VCU has been dramatically affected by what is known as the **29-hour rule** --any employee working 29 hours per week must be provided benefits. Many adjuncts had been working more than 29 hours; 35 adjunct positions have been converted to 2-year appointments. Question is should the University be hiring more faculty than it is?

• **Evaluation of Deans:** The Provost uses two sources in her assessment of the Deans’ performance: – their metrics (goals) and faculty feedback via the Dean’s Evaluation survey. **The response rate was** about 40% from the faculty survey. The Office of Planning and Decision support issues, receives, and aggregates all of the survey findings. The Provost receives a summary report of the numerical ratings and the individual comments which she then summarizes for feedback for the Dean. The Deans do not see the individual faculty comments from the Dean’s evaluation survey.

• **Summer Session:** The hope is for more required and core courses offered in the summer, more online offerings, more support for summer offerings, greater incentives for higher enrollment, and an overall transformation of summer session. Greater responsibility on Deans for summer contracts rather than at the Provost office should be expected.

• **Representation from the new Wilder School:** FS representation from the Wilder School is expected to begin spring semester.

**Discussion:** **Communication of Senate Information back to academic units/faculty.**

• Lively and thoughtful discussion centered around what it means to be a senator, what responsibilities senators have to communicate with faculty members in their units, and what are the relevant issues that should come from unit faculty to the attention of the Faculty Senate.
• Senate leadership group will begin discussing this to help shape subsequent FS conversations. Senators should contact J. Nicholson if they have additional thoughts about the communication issue.

• Other points of discussion
  o The Senate’s website has been helpful in informing university community about the activities of FS
  o Various senators rely on various ways to provide FS information to the faculty in their units such as forwarding FS agenda and minutes, or forwarding information to their Dean’s office to send out, or summarizing and forwarding highpoints
  o Access to listserves was a concern: why would or wouldn’t faculty have access to the e-mail list serve of their colleagues? A balance between protecting individuals from an onslaught of unwanted e-mails and ease of communicating important information is necessary
  o It is important to have two-way communication between senators and unit faculty but it is challenging to know how to get this to work

**Senate By-Laws Revision 2013-14:** S. Street discussed the current effort to revise the Faculty by-laws. The Standing Rules of the Faculty Senate, which is an internal document, will be reviewed also to determine if the Senate “rules” can/should be incorporated into the revised by-laws, which is a university wide document approved by the VCU faculty. The shared governance activities of UC and the A & P task force will also be reviewed during the by-laws revision process, which is expected to take a few years to complete.

**Update Wilder School Senate Representation:** J. Nicholson reported that the Wilder School is expected to hold Faculty Senate elections this fall with the expectation that the Senate will have representation in the spring.

**Update BOV:** D. Fauri, FS representative to the BOV, reported on the September BOV meeting, noting that he makes regular reports to the BOV to keep them apprised of FS and other university governance issues. Fauri also represents the FS as a member of the University Budget Advisory Committee. Fauri shared a recent article from the Richmond Times-Dispatch that revealed the names of major VCU donors and appointment to the BOV.

**President’s Report:** J. Nicholson called attention to the Quest Innovation Fund as a resource to fund faculty projects.

Meeting adjourned at 5:40 pm.

Minutes respectfully submitted by
Mary Secret, PhD
Recording Secretary
10/17/13