

*Minutes
Faculty Senate Meeting
March 1, 2017*

***** The complete Recording for this meeting can be found at <http://www.american.edu./facultysenate/agendas-minutes.cfm>**

Present: Professors: Todd Eisenstadt, Andrea Pearson, Karen Baehler, David Banks, Rachel Borchardt, Kyle Brannon, Time Doud, John Douglass, Chris Edelson, Maria Gomez, John Heywood, Kelly Joyner, Ken Knight, Iris Krasnow, Emily Lindsay, Jun Lu, Cathy Schaeff, Steve Silvia, Kate Wilson, Zehra Peynircioglu, Shalini Venturelli, Provost Scott A. Bass, DAA Mary L. Clark.

Professor Eisenstadt opened the meeting at 2:40 PM.

Chair's Report – Todd Eisenstadt

February 1, 2017 minutes approval – Professor Eisenstadt opened the floor for discussion of the February 1, 2017 minutes. There was no discussion. The Senate **VOTED** 21-0-0 in favor.

Senate Vice-Chair Election – The Senate passed a new process for electing a Vice Chair last year. This year the Senate Executive Committee proposed with leadership that it was in the interest of the Senate to alternate between term and tenure-line faculty to insure diversity and interests. Due to the lack of self-nominations, the Senate leadership asked professor Elizabeth Worden to consider running for the position and she accepted. After opening the floor for write-in votes, the Senate **VOTED** and Professor Warden was elected unanimously 21-0-0.

Term Faculty Standing Committee – Andrea Pearson

Professor Pearson stated that within the Term Faculty Ad-Hoc Committee report there was a recommendation to establish a Term Faculty Standing committee under the senate. During this process of establishing membership for the committee and developing operating by-laws an interim committee needs to be established. A resolution requesting this was presented to the Senate as follows;

Resolution to Establish a Term Faculty Standing Committee

As recommended by a 2017 report of the Ad Hoc Committee on Term Faculty Language in the Faculty Manual, the Faculty Senate resolves to establish a Standing Committee on Term Faculty. An Interim Term Faculty Committee, chaired by a member of the Term Faculty, will be charged with developing bylaws for the Standing Committee, to be presented to the Senate for approval no later than fall 2017. The proposed language will pertain to the Standing Committee's membership, elections, and charge.

Further discussion was had clarifying membership for the permanent standing committee will be elected by the units as well as include term and tenure-line faculty.

The Senate **VOTED** and the resolution was passed 21-0-0 in favor.

Provost's Report – Scott Bass

Provost Bass stated the following:

- Graduate and PhD students have enough cards to have a vote to unionize. A web site will be established for faculty and students to be able to follow the process.
- Tenure files are being reviewed in the Provost's office and significant progress has been made. Provost Bass thanked the CFA for their timely work on getting the files over to his office and insuring they are in order.
- The University Budget Committee has finished their process and have submitted their recommendations to the President who will prepare his recommendations for the BoT. Some of the categories recommended to the President are as follows;
 1. Continuing to raise term faculty salaries for the next two years
 2. Term faculty promotion sequence in the new manual changes, a dollar amount has been assigned to cover this.
 3. A request for a solid base salary increase for all university employees will be recommended
 4. The senate supported a tuition increase and additionally lab fees will be illuminated from departments that had such charges for students.
 5. Funds were requested to be set aside for the Diversity and Inclusion initiative.
 6. All RiSE initiatives will not be based in the tuition generated budget but in the reserve funds will be allotted based on the pilots moving forward.
 7. Funds for Title IV and mental health staffing
 8. Campus Life Expenses to include residential assistance and Academic Support Services.
 9. The library inflation for periodicals is rising annually and must be paid to keep the entire collection. If not renewed the entire collection is lost.

Term Faculty Manual Language – Andrea Pearson

Professor Laughlin spoke on behalf of the Ad-Hoc Term Faculty Manual Committee. She gave an overview of the work of the committee and the content of the report that was generated. In addition to the Term Faculty Standing Committee further discussion was had on several issues from the report.

Professor Pearson stated the report will be used as a direction for the new Standing Committee to work on the recommendations from the report and to develop the committee charge.

Professor Silvia stated that in the report was the request for the units to prepare guidelines for term faculty promotions. He stated that the units will prepare their guidelines for term faculty and they should go through the same review process as the Tenure guidelines do with the CFA and then the Provost and DAA.

Provost Bass agreed and outlined the remaining review process that needed to take place with the Senate vote, Provost approval, BoT subcommittee review to include the Provost and DAA, full Academic Affairs Committee from the Bot review and vote and the full BoT vote. This has customarily been the review process for any substantial changes to the manual.

The Senate **VOTED** on accepting the report 21-0-0 in favor.

Professor Pearson began the review of the Term Faculty Manual changes.

- **Glossary** - language changes and additions to include in sections, Faculty Action, File for Action, Promotion Sequence, Rank, & Title.
- **5.iii, Committee on Faculty Actions** – bullet 6, language changes
- **6. General Conditions of Faculty Appointments** – last paragraph moved to this section from 11, refers to all faculty. The Senate **VOTED** glossary, 5iii, 6, 21-0-0 in favor.

- **9. F, Reappointment** - Added the words “tenure-line”

- **10. – General Criteria for Evaluations** - various language changes

- **10. I, Teaching and Primary Responsibilities** – Change “student evaluations” to “student input” in small letters. The Senate **VOTED** on 9,10,10i 21-0-0 in favor.

- **11. Principles, Structure, and Process for Faculty Actions** -language changes in the first paragraph

- **11.b,ii- Files for Action-** Last sentence of paragraph removed per recommendation from Thi Southern from Legal Counsel.

11.C. - External Letters for Tenure and Promotion stays at 5 letters other changes were not made as indicated in copy.
- **11.f. Committee on Faculty Actions Review** – language changes
- **11.g. Dean of Academic Affairs and Provosts Reviews** – language changes
- **11.h. The Board of Trustees-** language changes
- **11.i. Faculty Action Procedures Specific to Term Faculty** – Language changes
- **Term Faculty** – Revised last paragraph.
The Senate **VOTED** on 11,11ci, 11,b,iii, 11,c, 11,f,g,i and section Term Faculty, 21-0-0 in favor.
- **12. Professional Obligations** – various language changes and deletions
- **13.a. Academic Ranks and Qualifications for Term Faculty** - Paragraph moved from below 13 and changes made in all ranks in sections and paragraphs in 13.
- **13.b Full-Time Ranks for Term Professor Faculty** – language changes were made in all paragraphs and sections in 13b. The Senate **VOTED** on 12, 13a, and 13,b 21-0-0 in favor.

- **14,a,b,c,d,e,f,g,h. Provisions for Faculty Appointments in Term Faculty Positions** – all sections had language changes. The Senate **VOTED** on 14,a,b,c,d,e,f,g,&h 21-0-0 in favor.
- **15. General Criteria for Evaluation of Term Faculty** – Introduction to section has language changes as well as sections a,b,&c extensive language changes. Discussion was held on changing language to be consistent from effective to excellence and it was agreed this change was to be taken and discussed with the Executive Committee and then returned to the senate.
- **16.a. Additional Types of Term Faculty Appointments** – Research Faculty “or Research Library Faculty”, quoted language was added to parallel sections below.
- **16.d.- In-Residence Faculty or In-Residence Library Faculty** – language was added and deleted for clarity.
- **16.e. Emeriti and Emerita Term Faculty** – added the language from tenured faculty sections. The Senate **VOTED** on sections 12,13a,13b,14a,b,cd,e,f,g,h, 15, 16a,16d, &16e in favor 17-0-1.
- **18. Appeal Process for Denial of Reappointment, Tenure, or Promotion of Tenure Line Faculty and Certain Multi-Year-Contact-Term Faculty** – language change in paragraph 2. The Senate **VOTED** on 18 19-0-0 in favor.

For the Good of the Order – Professor Lindsey asked to consider a town hall to inform term faculty unionization. She stated that many term faculty are not aware of the unions involvement in the possibility of term faculty’s interest in being unionized and it would important to get this out to as many term faculty as possible. The Senate agreed to pull together a forum to offer this information. The Senate **VOTED** to pull together a forum to discuss Term Faculty Unionization 16-0-0 in favor. Details will be worked out amongst the Senate leadership.

Professor Engel stated that the fossil fuel investments has come back around via email communication and he has asked that the senators to go back to their units and see if they could share any input on this topic.

The meeting was adjourned at 4:45 PM.