

## Minutes from Faculty Council Meeting, October 9, 2013

The Faculty Council (FC) Meeting on October 9, 2013 was held in the Mackin Room of Grasselli Library and began at 2:00 pm. The following members of FC were in attendance: Ryan Allen, Scott Allen, Barbara D'Ambrosia, Roy Day, Jeff Dyck, Michael Eng, Tina Facca, Thea Ford, Gerry Guest, Karen Gygli, Dwight Hahn, Tom Hayes, Abdul Imam, Simran Kahai, Marc Kirschenbaum, Linda Koch, Cindy Lenox, Sheila McGinn, Michael Nichols, David Shutkin, Elizabeth Stiles, Dianna Taylor, Mariah Webinger, Sheri Young, and Tom Zlatoper. No FC members were absent.

The meeting agenda was distributed electronically to all FC members and faculty via e-mail on October 7, 2013. (Appendix A) Also distributed were the CAP recommendation for FYS in Fall 2014 (Appendix B), CAP Report on the draft Credit Hour Policy (Appendix C) and a proposed revision of that policy (Appendix D), the final MS in Lab Administration proposal (Appendix E), the Protocol for New Academic Programs (from 2011) (Appendix F) and a proposal submitted to form a Revenue and Spending Oversight Committee by Dr. M.L. (Desmond) Kwan (Appendix G).

### I. Chair's Announcements

The Chair stated that Appendix D of the Faculty Council Constitution outlines the Protocols for Treatment of Changes in Benefits. At the September 23, 2013 General Faculty meeting, the administration representatives proposed a change in pharmaceutical provider. The FC Chair and Chair of the FC Compensation Committee have accepted this as notification of a proposed change in benefits. Following the procedure outlined in Appendix D, a meeting of FC Officers, the Chair of the Compensation Committee and the Chair of the Faculty Handbook Committee will be called to review whether this proposed change falls into a category which will require Faculty approval. The FC Chair will also confirm with the Administration that they accepted Appendix D at the time of its approval and if not, whether they will now accept it.

#### A. Minutes of September 11 meeting.

The meeting minutes of the September 11, 2013 FC meeting were approved without objection.

#### B. Grievance Committee Report

The final grievance committee from last academic year has made a report to the president.

### C. Election results

The most recent election results have been posted on the FC website.

## II. Items for Business

### A. Reports from the FC representatives to Board committees.

Investment Committee - Simran Kahai - The Investment Committee met on October 8<sup>th</sup> from 12:30 to 2:00 pm. Monticello Associates presented to the committee with the performance report as of September 2013. JCU asset allocation over time has changed to better suit the today's market conditions. JCU allocation now has reduced its investment in fixed income category since 2008 from 25.5% to 14% in 2013. Monticello Associates proposed that we evaluate the Avisaig Global Emerging Market fund to be added in JCU portfolio. The trailing 1-year performance of JCU endowment fund is at 12.61%. Compared to other 14 universities performances that were reported at the meeting, we ranked #3 in performance. As of September 30<sup>th</sup> 2013, JCU endowment is \$187,011,356.

Student Affairs Committee - John McBratney attended for Dwight Hahn - A report will be posted on the FC website under the Reports section.

Academic Affairs Committee - Roy Day - A report, consisting of the agenda and several handouts from the October 08 2013 meeting of the Academic Affairs and Planning Committee of the Board of Directors, will be posted on the FC website under the Reports section. Most of the meeting was devoted to a presentation by Matt Berg and Kathleen Lis Dean on the HLC re-accreditation process. The Board had received in advance a draft of the Self Study on Criterion Three and Criterion Four. Several members of the board commented that the University does not have an adequate assessment program. The draft report is available at [JCU.edu/hlc](http://JCU.edu/hlc).

Advancement Committee - Michael Nichols - The Advancement Committee met on October 8, 2013 from 3:00-4:30 pm. The goals of University Advancement for 2014 were outlined. These included: updates on the Forever Carroll campaign and the re-launch of the Carroll Fund; strategies and efforts to increase alumni engagement and giving;

descriptions of the efforts to increase communications both internally and externally; overview of integrated marketing and communications initiatives to support admissions and increase applications in the next year. The current status of the Forever Carroll campaign can be found at <http://forevercarroll.org/>.

Finance Committee - Marc Kirschenbaum - A report will be posted on the FC website under the Reports section.

#### B. CAP reports

##### a. Recommendation for FYS for fall 2014. (Recommendation attached as Appendix B.)

Barbara D'Ambrosia reported CAP has made a recommendation regarding the status of FYS for Fall 2014.

Sheila McGinn made a motion to insert a bullet point that the core committee should consider meeting times other than MWF at noon in an effort to gain more faculty participation. It was seconded by Sheri Young and passed unanimously.

Barbara D'Ambrosia made a motion that FC accept the recommendations of CAP as amended and provide those to the appropriate members of Administration and the Chair of UCC. It was seconded by Karen Gygli and passed unanimously.

##### b. M.S. in Laboratory Administration. (Proposal attached as Appendix E.)

Barbara D'Ambrosia made a motion that this proposal be placed on the agenda for the next General Faculty meeting. It was seconded by Mariah Webinger and passed unanimously.

##### c. Recommendation on the JCU Credit Hour Definition. (Recommendation and draft policy attached as Appendices C and D).

Sheila McGinn made a motion to request CAP have open hearings of the draft JCU Credit Hour Policy and bring a proposal to the next scheduled General Faculty meeting. It was seconded by Sheri Young and passed.

#### C. CAP: Request for a charge to update the protocol for new academic programs. (Attached as Appendix F.)

Comments included that the document appears to be out of date and needs to be

studied and revised.

Dwight Hahn made a motion to direct CAP to study the issue of how a new program is vetted and approved, develop a proposal, conduct open hearings on the proposal and bring it back to FC for consideration. It was seconded by Karen Gygli and passed unanimously.

#### D. Compensation Committee Report.

Marc Kirschenbaum reported that the Compensation Committee has visited approximately half of the departments discussing the issues of compensation and medical benefits. They will prepare a report to share in mid-November.

E. Proposal for an ad hoc committee on Revenue and Spending. (Submitted by M.L. (Desmond) Kwan – proposal attached as Appendix G.)

The usual procedure for considering a submitted proposal is to send it to a relevant FC standing committee to review the proposal and report back to FC. Past precedent (formation of the Committee on Gender and Diversity) also includes forming an ad hoc committee for review if there is no natural fit with a current FC standing committee. The chair of the ad hoc committee should be a FC member.

Abdul Imam volunteered to chair the ad hoc committee and made a motion to form an ad hoc committee to review the proposal and report back to FC. FC Chair will send out an email to faculty soliciting members. The motion was seconded by Diana Taylor and passed.

### III. Committee Reports

#### A. Elections— David Shutkin

The results of the last election were reported on the FC website.

#### B. RTP—Tom Zlatoper

There was nothing to report.

C. RSFD—Abdul Imam

An announcement from the committee will be forthcoming in the near future.

D. Gender and Diversity—Sheila McGinn

There was nothing to report.

E. Enrollment and Student Life—Dwight Hahn

The committee will be meeting with Brian Williams in the near future.

F. CAP—Barbara D'Ambrosia

There was nothing additional to report.

G. Compensation—Marc Kirschenbaum

There was nothing additional to report.

IV. Items for 9/25 Faculty Meeting

A. Consideration of the M.S. in Laboratory Administration Proposal

B. Consideration of the Credit Hour Policy

C. An invitation will be extended to Rich Mausser to give a presentation to the Faculty on the Budget

D. Faculty Governance issues. Topics for discussion to include:

a. How to make Faculty elections more meaningful. For example, how to increase the number of candidates for committee seats and increase voter participation.

b. How to make Faculty service on University committees more meaningful. How to increase feedback to the Faculty at large.

V. New Business

No new business was conducted.

The meeting was adjourned at 3:22 pm.

Submitted by Michael A. Nichols, November 1, 2013. Approved: November 6, 2013 .