

## **Faculty Council Meeting**

October 8, 2014 – Mackin Room, Grasselli Library

The following Faculty Council members were in attendance: Roy Day (Chair), Barbara D'Ambrosia (Vice-Chair), Gerry Guest (Secretary), Ryan Allen, Scott Allen, Jeff Dyck, Kristen Ehrhardt, Tina Facca, Jean Feerick, Simon Fitzpatrick, Dwight Hahn, Dan Kilbride, Marc Kirschenbaum, Linda Koch, Gloria Liu, Annie Moses, Mike Nichols, Alissa Nutting, David Shutkin, Elizabeth Stiles, Sheri Young, and Tom Zlatoper. Simran Kahai and Sheila McGinn were absent.

The agenda for the meeting was distributed in advance via email, as were the chair's announcements (see Appendix A and Appendix B, respectively).

### **Minutes**

The meeting began at 2:02 pm.

#### **I. Chair's Announcements**

Day asked if there any questions/issues with the precirculated announcements. There were none. Day announced that FC member Cindy Lenox is on leave this semester. We will need to elect her replacement. We also will need a new chair for the Revenue & Spending Committee.

A. Minutes of September 10. Passed with no corrections offered.

B. Conflict of Interest Policy

C. CAS Dean Search. Nominations will open after today's meeting and will be taken until the next General Faculty Meeting. The election will then run for a week. Nominees will run by division; faculty will get to vote for one candidate per division. This is in response to the Provost's desire to guarantee the diversity of representation. The committee will be comprised of one faculty chair, five elected faculty, and five members appointed by the president. Day noted that we're following the written policy here.

D. Election Results. After our most recent round of elections, the only unfilled seat is a Boler representative on the outgoing core committee.

E. Report from the Provost's Council. D'Ambrosia reported on the September 19 meeting. Two committees were formed. The first will develop Institutional Learning Goals/Outcomes. Ed Peck is chair with D'Ambrosia and Linda Koch as members (among others). Their work will be circulated as it develops in order to get feedback. The general sense of Provost's council was that a faculty vote will not be needed to approve these broader Learning Outcomes. A Committee looking at Persistence and Retention has also been formed. One of its concerns

will be to study undergraduate retention between the second and third years and why students might leave JCU at this point. Young asked whether we could find out if students leave because of non-academic areas into which we keep pouring money.

## II. Items for Business

- A. Appointment of substitute elected faculty representative to the University Strategic Planning Group (replacing Roy Day).  
Two nominees were submitted, Peggy Finucane and Paul Lauritzen. FC voted electing Lauritzen by a vote of 12 to 6.
- B. Proposal on the University Core Committee.  
Day stated his belief that it should be referred to CAP. D'Ambrosia moved that it be sent to CAP (seconded by Young); approved unanimously.
- C. Proposal to allow email votes when sending proposals to committees.  
D'Ambrosia noted that the proposal was craft in the interest of moving proposals to relevant committees in between Council meetings. Day asked for feedback. Kirschenbaum asked if the time savings would be that significant and whether such occasions arise that commonly. D'Ambrosia noted that it can be significant for the timely evaluation of curricular proposals. Leslie Curtis noted that proposal takes FC business out of the public realm as opposed to the open discussions held at the monthly meeting. Day requested that we table the proposal for now and reconsider it.
- D. Reports from Faculty Representatives to Committees of the Board. See Appendix C for reports precirculated by individual faculty representatives.

Koch (Student Affairs). Koch noted that there was a presentation and discussion of Title IX issues. Leslie Curtis asked if faculty be incorporated into these discussions. Day suggested that the new Title IX person might speak to the faculty.

Guest (Advancement). Facca noted that the staff size of the Division seems large. Nichols pointed out that not everybody is involved in fundraising; there are also teams for marketing and communications.

Kilbride (Finance). Kilbride noted that he was not allowed to keep the materials distributed at the meeting. Day noted that this went against the orientation held in September in the President's office. Hahn suggested that Day follow up on this. Kirschenbaum noted that they have previously acknowledged that faculty salaries need to be improved but it's unclear what they're doing about it. Young asked about low morale. Kilbride suggested that faculty are a part of the morale problem but that the upper level administration bears responsibility here as well.

Young asked about the financial challenges of the university and how they affect morale; there seems to be lots of money for non-academic things. Curtis noted that there are facilities that are better at other institutions and that the President sees it as a priority.

Day (Academic Affairs). The meeting consisted of presentations for the most part. The Provost presented her vision of a future academic program heavy on STEM and Business (especially Accounting). The Board argued that all schools emphasize this and that the Jesuit tradition could be stressed more. It was suggested that faculty input in this area would be sought in the Spring. The Executive Committee will ask the Provost how this input will be accepted.

### III. Committee Reports (see Appendix D for precirculated reports)

- A. Compensation (Kilbride). The committee has met three times and is moving on President Niehoff's request for a faculty salary proposal. The committee is discussing comparator groups. Members meet last week with Rich Mausser, Jeanne Colleran, and Jerry De Santo. Members of the committee are again meeting with departments for input. They have looked at the conflict of interest policy. They discussed concerns about the rollout and this policy and its lack of faculty input. The committee voiced concerns about the subtext behind the policy and definitional issues. What does the phrase "doing business with the university" mean exactly? Day noted that we are still waiting for an answer to that question. Koch commented on the "alternate procedures" clause. Faculty should have the right to shape these "alternate procedures" when it applies to them. The current statement would allow the administration to come up with these alternate procedures. Curtis asked if we would be notified officially that the Banner compliance plan had been revoked. Day will ask them to specify that it was withdrawn.
- B. CAP (Nichols). Day noted that FC has been sent a proposal concerning an Advising Advisory Council. Nichols felt that the proposed Council needed to include more faculty. Day wondered if elected faculty members might be the best way to go here. If we did that, how many people should we recommend? Nichols consulted with Moroney about the proposal. Cohort Advising as well as advising for the outgoing core and the incoming core are key concerns for her. Moroney was agreeable to at-large representation. Hahn noted that Cohort Advising still needs to be reviewed. Day noted that this matter will come to FC and CAP. In constituting this new group, Hahn suggested that the CAP chair be on the Council. Nichols asked if this would be a conflict of interest? Day agreed with Hahn's idea. D'Ambrosia noted the problem is one of overloading the chair of CAP. D'Ambrosia suggested an at-large FC member could be the Council representative. Bob Kolesar argued that this Council should be majority faculty, not one member. Hahn suggested that this was not a policy making body, but Nichols noted that Moroney suggested that draft policies could come out of this group and then be sent through the proper channels. Day noted that this is a

Council to help supervise the office that supports faculty as advisors. Scott Allen asked if FC was the venue to revamp the proposal? Day suggested that this is the venue but that we close discussion for this meeting and keep it under consideration.

- C. Revenue and Spending. Day noted that with Cindy Lenox on leave, we need a new chair for this committee. No volunteers stepped forward; Day will try to ask people privately. Desmond Kwan made a presentation of the work that the committee has done. They are working on the use of tablets to replace paper usage. Some Microsoft Surface tablets have been obtained. A Facebook page has been created.
- D. Gender and Diversity (Nutting). Nutting will circulate an updated report as she forgot to include notes in her report about the Diversity Steering Committee. Day noted that a representative from Gender & Diversity to RTP needs to be appointed.
- E. Elections (Shutkin). See precirculated report.
- F. RTP (Zlatoper). See precirculated report.
- G. RSFD (Facca). The committee has not yet met but will likely be discussing whether RSFD should be a separate committee from the University Research Committee.
- H. Enrollment and Student Life (Koch). The committee has an upcoming meeting with Brian Williams.

#### IV. Items for 10/22 Faculty Meeting

- A. Handbook Amendment. Day noted that there is a possibility of it being withdrawn but this has not been determined. Time will be required for it if it is discussed.
- B. HLC Report, Assessment, and Governance. Day asked how do we as a faculty want to respond to it. Kilbride asked what was meant by this. Day pointed out that the administration has made suggestions about what we should be doing. We have an opportunity to shape issues of assessment and governance. Dyck asked for plenty of time for faculty input at the meeting. Hahn noted that he could not find the original self-study on the website. Day noted that it has been moved but is still available online. Young asked about the seriousness of other issues beyond assessment. Scott Allen and Kilbride suggested that a representative from the administration be there to frame the discussion at the institutional level. Facca asked that this representative report on progress being made.

Day asked if there were other items for the agenda.

## V. New Business

A. HLC Report, Assessment, and Governance. See previous section.

The meeting was adjourned at 3:22 pm

Gerry Guest  
Secretary, Faculty Council

## **Appendix A – Precirculated Agenda**

- I. Chair's Announcements
  - A. Minutes of September 10.
  - B. Conflict of Interest Policy
  - C. CAS Dean Search
  - D. Election Results
  - E. Report from the Provost's Council (by vice-chair and other members of the Council)
  - F. Status of Faculty Proposals
    - a. Proposed Handbook Amendment
    - b. Graduate Dean Proposal
- II. Items for Business
  - A. Appointment of substitute elected faculty representative to the University Strategic Planning Group (replacing Roy Day)
  - B. Proposal on the University Core Committee
  - C. Proposal to allow email votes when sending proposals to committees
  - D. Reports from Faculty Representatives to Committees of the Board
- III. Committee Reports
  - A. Compensation – Dan Kilbride
  - B. Gender and Diversity – Alissa Nutting
  - C. Elections – David Shutkin
  - D. CAP – Mike Nichols
  - E. RTP – Tom Zlatoper
  - F. RSFD – Tina Facca
  - G. Enrollment and Student Life – Linda Koch
  - H. Revenue and Spending – Cynthia Lenox
- IV. Items for 10/22 Faculty Meeting
  - A. Handbook Amendment

- B. HLC Report, Assessment, and Governance
- C. ?

- V. New Business
  - A. HLC Report, Assessment, and Governance
  - B. ?

Adjourn

## **Appendix B**

### Chair's Announcements (precirculated)

#### **Council Vacancy**

Cynthia Lenox is on leave this semester. This creates a Division III vacancy and an opening for chair of the FC Committee on Revenue and Spending.

#### **Conflict of Interest Policy**

The Faculty Council Committee on Finance, Faculty Compensation and Work Related Policies has been asked to study the proposed revision to the Conflict of Interest Policy. Implementation of the policy has been delayed.

#### **CAS Dean Search**

Dr. Edward Hahnenberg of TRS has been appointed to chair the search committee for the Dean of CAS. In addition to the chair, the committee will consist of five elected faculty and five presidential appointees. Nominations for the committee will open on Wednesday, October 8 and close on Thursday, October 23. The Election will run from October 24 to October 31. A tentative timetable for the search is outlined below.

1. By November 15 consultation on job description with Witte Kiefer and with input from current academic deans, provost and committee members.
2. Nov. 15- Jan 15 Job advertised with rolling applications deadline for applications Feb 1.
3. Feb 1- March 1; review of applications and airport list finalized.
4. March 1 airport interviews
5. March 15 on campus interviews begin.

#### **Handbook Amendment Proposal**

Open hearings on the proposed Handbook Amendment from the Department of Economics and Finance have concluded. The Handbook Committee will report to the Faculty at the General Faculty Meeting on October 22.

## **Graduate Dean Proposal**

I have only received a few responses from departments regarding the Graduate Dean Proposal.

## **Proposal for an Advisory Council for the Office of Academic Advising**

Maryclaire Moroney has proposed the formation of an Advisory Council for Academic Advising (see attached proposal). We will discuss this proposal after the report from CAP.

## **Substitute Faculty Representative for USPG**

I have received two nominations for this position: Peggy Finucane (CO) and Paul Lauritzen (TRS)

## **Appendix C Board of Directors Committee Reports by Faculty Representatives**

### **Investment – Simran Kahai**

After a very strong 2013 in which the John Carroll University Endowment returned 18%.

The returns continue to be positive year to date in 2014 despite intermittent volatility.

The portfolio has continued to grow at 5.5% year-to-dates (through August).

Over all trailing time periods, the JCU portfolio ranks in the top-third of all endowment and foundation portfolios in the Wilshire Universe. Wilshire is the most widely accepted benchmark for the performance of institutional assets. It provides comprehensive information on the effects of risk, allocation, and style, creating powerful decision-making tools based on accurate and timely information.

On a fiscal year basis, the portfolio has returned 17.8%, which puts it near the top of preliminary returns released by top universities. The endowment now stands at just over \$200 million.

After the consulting firm presented the data and recommendations, the committee met to discuss the issues regarding the current regular draws from the endowment. Currently, JCU operation budget includes 9 million as revenue which is drawn from the returns from the investment.

The committee acknowledged that the JCU endowment has grown significantly to over 200 million.

## **Finance – Dan Kilbride**

Rich Mausser led a discussion of the 2013-14 audited financial statement and the proposed 2014-15 budget. Highlights included an improved net tuition rate for the current academic year -- about \$13350 for 2014-15 over \$12500 which has been pretty stable for the last several years. The discount rate is about 63%. The freshman class experienced larger than usual erosion over the course of the summer – from a high of 820 to a final figure of 798. Rich suggested that this was probably due to low freshmen enrollments in many of JCU's comparator schools, which forced them to dip into their wait lists or offer more generous financial aid packages, causing some students committed to JCU to switch. That melt worsened our discount rate and net tuition figure (still better than recent, but it was even better with the 820 class). We lost about \$650,000 in net tuition revenue due to the summer melt. 798 is an extremely solid figure, however. The proportion of out-of-state students is unusually high. We also lost some net tuition revenue because the retention between freshman and sophomore year suffered somewhat last year. It's usually about 88%, but it was 85% in 2013-14. The university will seek to acquire properties north of the BP station on Warrensville Center Rd. for the purpose of erecting athletic facilities. There's a lot of pressure on fields, etc., and some expansion is necessary to alleviate it.

The board members expressed strong satisfaction at the University's financial position. However, I cannot report what was discussed during the committee's executive session (which lasted a good chunk of the two-hour meeting), during which I and other non-executive members had to leave the room. Nor was I allowed to leave the meeting with the document package, which contains the agenda, 2014-15 budget (my scribbled notes indicate that the projected budget deficit is \$650,000), and approved minutes of the last meeting. That makes this summary rather less concrete than it would be otherwise.

The board members were very curious about the functions of the compensation committee and faculty affairs in general. They asked a lot of questions about faculty morale, communication between the faculty and administration, and faculty governance. They enthusiastically approved the committee's resolution to fashion a salary proposal this year. They informed me that they strongly approved initiatives to improve faculty compensation. Regarding morale, I informed them that although in my opinion faculty bore much of the responsibility for low morale, I thought the president's office was at least as responsible. I used the rollout of the new conflict-of-interest policy as a good example of tone-deaf communication and lack of a commitment (or even an awareness of) collaborative faculty governance.

## **Academic Affairs – Roy Day**

The Agenda for the meeting was as follows.

1. Introductions
2. Review and Approve Draft Minutes
3. Remarks by Jeanne Collieran about Issues in Academic Affairs
4. Strategic Planning in the Academic Affairs Division: Priorities for Change:  
Mission and Revenue



## 5. Diversity and Inclusion: Remarks by Assistant Provost Terry Mills

The attached documents include:

- The minutes of the April meeting
- Copies of the Provost's presentation
- A handout on the Faculty from the Provost's office.
- A handout from Dr. Terry Mills

The Provost gave an overview of the recent changes in Academic Affairs (restructured CAS, Advising). She then indicated that we need a bold plan to make JCU a destination school, a school that stands out from its competitors. She presented a draft Vision for Academic Affairs (slide 5) which elicited extensive comments from the Board Committee members. Because of time constraints she had to skip over the next few slides. Slide 6 has a bullet point related to Faculty input to the Vision and Planning. This is an issue that the FC Executive Committee will raise with the Provost at our next meeting.

Brian Williams gave a brief presentation on enrollment trends, focusing on changes in expressed interest of potential students (increases in Business and STEM) and which of our competitor schools students ultimately enroll in if they don't come to JCU. He also presented trends in international enrolment. In response to a question from a committee member he indicated that we have to offer discounts to international students. We are competing with universities that have international name recognition so we have to compete on price.

The final presentation by Dr. Terry Mills was similar to the presentation he gave the Faculty at the General Faculty Meeting in September.

The handout on the Faculty was not discussed in the meeting. Note that although the number of FTE faculty increased from 249.5 in Fall 2013 to 255.5 in Fall 2014 the number of full time faculty decreased from 193 to 186, continuing a multiyear trend in a decrease in the number of faculty.

### Student Affairs – Linda Koch

I. Approval of minutes from meeting Wed. March 13<sup>th</sup>, 2014 – approved without changes

II. Student Union Report – Tim Ficke, President of the Student Union

Tim Ficke gave an update on Student Union initiatives which have resulted in improvements in **healthy offerings at the Dining Hall**, later **hours at the library** (now open until 2:00 a.m.) with discussions in-progress for a 24-hour library open space.

He also mentioned the **shuttle bus** which takes students to Beachwood Place and University Square. A student survey will determine what expanded stops the shuttle could make on weekends for students without cars to go off campus.

**“Its On Us” Campaign** – Campaign to **raise awareness of sexual assaults on campus**

This is JCU’s effort as part of the National Campus Leadership Council’s campaign. In the coming months the student union will meet with various campus leaders as part of a marketing campaign to the campus as a whole.

Diversity Initiatives: the Student Union is holding open forums featuring different perspectives on life at JCU. The with Assistant Provost for Diversity, Terry Mills, has been in attendance this fall.

III. VP for Student Affairs Update – Dr. Mark McCarthy

The new faculty & staff guide *Responding to Students in Distress*.

Sherri Crahen, Dean of Students, explained the origin and purpose of this guide and how it was developed over the summer by her, Maryclare Moroney and Anne Kugler based on a document on Cornell University’s website. There was a brief discussion of student suicide numbers (2 at JCU in 2009; 6 at Cornell in 1 ½ period) and efforts presentations to various groups to familiarize faculty and staff with resources to which they should direct distressed students.

Murphy Hall Opening and Housing Update

Mark McCarthy gave a positive review of the opening of Murphy Hall. It was complete on time and on budget and with positive student feedback. Murphy is not quite full this year because 1) students who were pushed off campus during its closure have not returned to campus housing 2) the present junior class is the smallest class to have entered. The board asked about revenue. Mark explained that Murphy is the most expensive residence hall and that the others are at capacity.

Athletics Report

Mark reported that athletics are doing very well. He spoke of the recent successes of many of the individual sports.

130 Freshmen are enrolled in fall sports

44 Freshmen are **LaCross** Players: this incoming group has brought both high quality athletes and high quality students from variety of places. It was implied that his new sport may have brought a significant number of new students who would otherwise not come to JCU.

JCU has contract with time-Warner Cable Network to show the games, though not live. This can help with recruitment.

Health and Wellness Initiatives

With the Murphy Hall renovation, the **JCU Health Center** was also re-done.

There was a lengthy discussion of availability of Cleveland Clinic Physicians and Nurses on campus and issues of **insurance coverage** and payment. The Clinic handles all billings. Most students are covered by parents but some are without insurance. Sometimes these students are treated free of cost at the choice of the Clinic's physicians. An **Interactive Health-Spot Station** will be installed at the Health Center that students can use to diagnose illness and treatment on their own when nurses and doctors are not available. This will be installed as an experiment to see if students use and like it.

#### 2013 Clery Annual Security Report

Mark McCarthy went over a document on **Crime Statistics 2011-2013** explaining some of the statistics and definitions. JCU is in a location where crime is relatively low. Some statistics have improved. They must be reported annually. He talked about the transparency of JCU in discussing crime incidents relative to some other schools.

#### IV. Title IX Implications for JCU

Mark introduced the new title IX Coordinator, Kendra Svilar. He noted that going forward JCU's strategy with regard to sexual assault is 1) prevention of incidents and 2) response.

Kendra gave a presentation on Title IX, the law's origins and meaning, as well as recent changes and developments. She discussed JCU's lawful obligation to react to incidents immediately. The JCU police department investigates incidents. Off-campus incidents often involve local police departments, too. She explained that both accused and accuser need to be treated equitably whatever sanctions considered.

The requirements placed upon colleges are increasingly complex. JCU will be working to excel in prevention. Prevention Training workshops and other campaigns will be initiated and/or continued. A training video was shown featuring former JCU student Gabriella Kreuz who experienced abuse and talks about her experience.

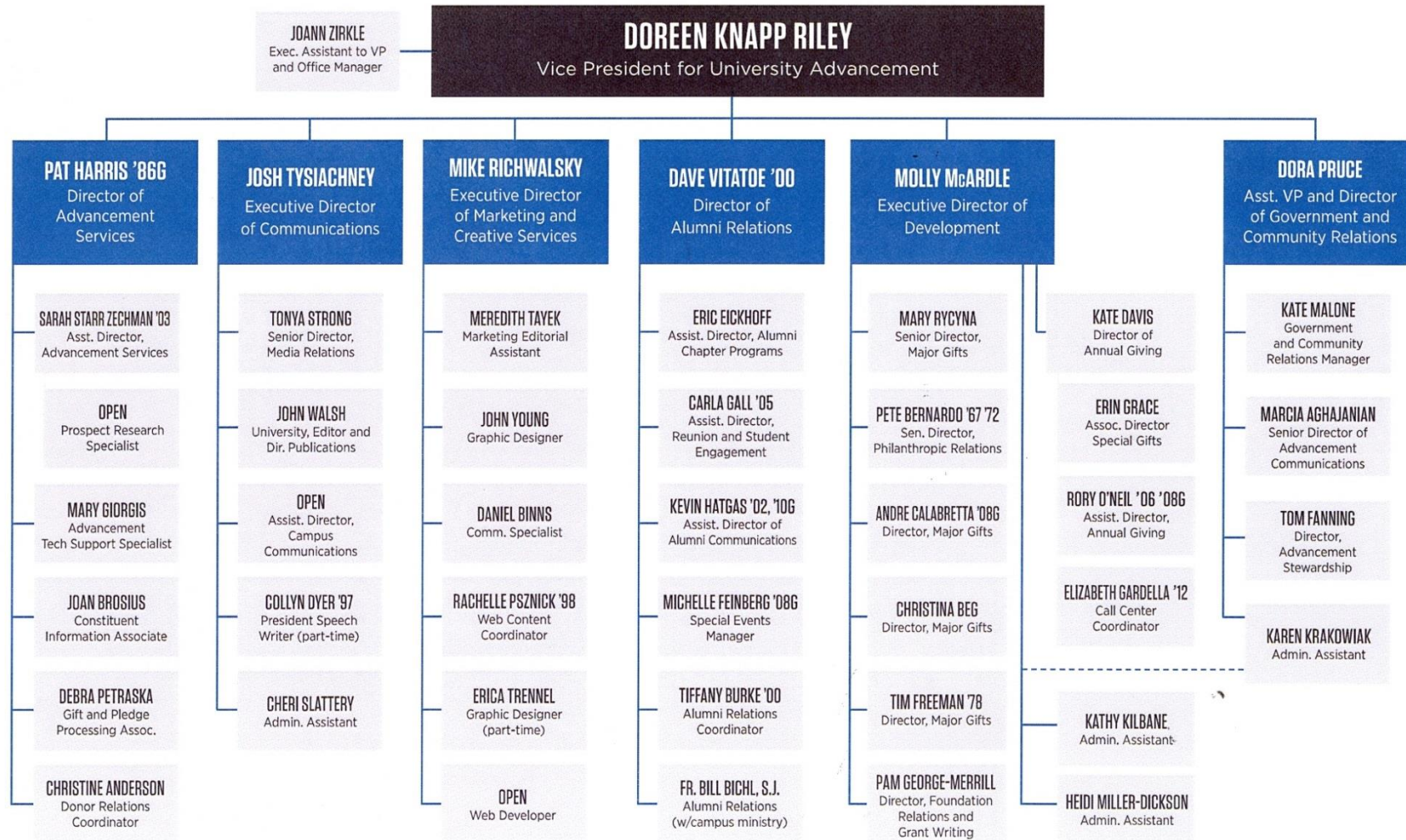
#### List of Key Issues/Next steps:

- Comprehensive Review of title IX Response
  - a. Campus climate survey
  - b. On-going compliance review
- Training for all groups
- Memoranda of Understanding with Police departments
- Central web location for Title IX Resources

#### Advancement – Gerry Guest

1. Doreen Riley presented some final figures for FY 2014. The *Forever Carroll* campaign finished at \$74 million. The Carroll Fund closed the year with \$1.9 million earned, meeting their goal. Alumni giving stood at 13.7%.
2. Riley presented the Division's goals for FY 2015. It is hoped that the *Forever Carroll* campaign will reach \$100 million during this period. Riley admitted that this is something of a stretch. She acknowledged that the campaign itself will likely extend to 2016 with the hopes of exceeding the announced \$100 million goal.
3. The Advancement Division has retained Campbell & Company as consultants to assist in the final stages of the *Forever Carroll* campaign. Peter Fissinger, CEO, gave a presentation at the meeting. The firm began its work in September and is expected to complete its report by December of this year. In addition to its work on the Capital Campaign, the consultants will advise the Division on Annual Giving and general issues. Riley noted that previous consultants had been used in earlier stages of the Capital Campaign but that Campbell was new to JCU.
4. The Division recently participated in an analysis of Jesuit Advancement teams undertaken by Eduventures, Inc. The report, which has just come in, analyzes both the Advancement budgeting and achievements of the Jesuit Colleges & Universities and compares JCU to comparable institutions. In brief, the data suggests that John Carroll falls into the middle of its peer group in most respects. One area where we stand out is budget allocations; we spend more heavily on staff and less heavily on operating costs compared to our peers. The report will be used for long-term planning.
5. The Advancement Division was reorganized over the summer. See the chart on the next page.

# University Advancement Organizational Chart September 2014



## Appendix D

### Faculty Council Committee Reports

#### **Finance, faculty compensation, and work-related policies – Daniel Kilbride**

The committee has met three times this semester. Our first meeting came on the heels of the first Council meeting, at which the committee received its charge to devise a proposal on compensation. The committee discussed that charge and what approach it should take. The committee elected to write a proposal on faculty salaries that would include benchmarks – perhaps by time in service and rank – and also a new comparator/peer/aspirant group. This proposal would be so written as to focus strictly on salary (and not total compensation or other aspects of compensation, like retirement) require neither a handbook amendment nor review by the handbook committee. There was some concern voiced about this approach. However, the committee thought it would be a mistake not to take the administration up on its proposal.

As the committee began to set the foundation for this proposal, it reviewed some of the various other peer and aspirant groups used across campus. These include the CUPA special study, the IPEDS group, AJCU schools, the Delaware Study, and a group comprised of four sets of institutions used to set salaries of upper administrators, as well as some others. The committee resolved to devote its energies this year to writing a proposal setting salary benchmarks and, if successful, to use that success to launch into discussions about other aspects of compensation next year. Salary benchmarks based on a more concrete, well-defined peer/aspirant group were more likely than the current model (CUPA) to produce reachable salary benchmarks, we reasoned.

During a subsequent meeting with Jeanne Colleran, Rich Mausser, and Jerry De Franco, the committee began the gritty process of devising criteria that would be appropriate to use in fashioning a new peer/aspirant group. Rich suggested that the IPEDS group (established by UPG around 2010) had its limitations and ought to be revisited. He thought that a new group that JCU has joined, the New American Colleges and Universities, showed much promise because the institutions are like JCU (mission-driven, liberal arts & sciences based, and with professional programs) and geographically dispersed; because few of these schools are our direct competitors, there seems to be more willingness among them to share data. We had a long discussion of criteria that were especially germane to compensation – faculty/student ratio, enrollment size, geographic location, class size, part time/full time faculty breakdown were among those discussed.

The committee has reached out to departments and programs across campus to ask whether they would like to meet with representatives from the committee to express their priorities for the year. The committee also wishes to hear from faculty about what criteria they would find appropriate as we devise our peer/aspirant group.

Finally, the committee has examined the new conflict of interest policy at the request of the FC chair. Although most members of the committee saw little to object to in the content of the policy (although some members were suspicious that the policy might be a kind of Trojan Horse giving administrators authority over faculty, and even cause to terminate employment), the committee was more concerned about the method of its announcement (via Inside JCU), the lack of collaboration with faculty in its creation, the enforcement mechanism (sign it or else get locked out of Banner – which to be fair was suspended with regrets from Jerry DeSanto), and the loose definition of the commonly-used phrase “doing business with the University.”

### **Research, Service and Faculty Development - Tina Facca-Miess**

The committee on Research, Service and Faculty Development has not met yet this semester as the primary function, aside from a minimum of 50% representation on the University Committee on Research and Service, seems to be simply coordination of the Curtis W. Miles award. Nominations begin in early November. When the committee meets in the coming weeks it will be helpful to clarify the function of this committee.

In its current state, it seems that the work of this committee is completed within the context of the University Committee on Research and Service. Key functions of the university committee include:

- Processing applications for the Summer Research Fellowships
- Processing applications for Grauel Fellowships
- Addressing miscellaneous requests for financial assistance

Given that the faculty council (FC) committee members serve on the university committee, where research support is effectively addressed, perhaps an innovative and very constructive approach would be for the FC committee on focus on faculty development opportunities, particularly as they relate to service, and more specifically mission and identity. Such forms of faculty development should be coordinated as a collaborative effort with the university's VP Mission and Identity. An additional contribution of the committee could perhaps be to coordinate, or at least promote, opportunities for support toward assessment training, in cooperation with the Provost/AVP's office.

Both areas are critical to continuous faculty development resulting in improved

- a) service for and with others as reflected by our Jesuit, Catholic identity, and
- b) assessment training and implementation, thereby generating continued accreditation by HLC and AACSB

It is suggested that the contribution of the Faculty Council Committee on Research, Service and Faculty Development could be enhanced by stimulating and promoting support for faculty development in the areas of service that reflects our Mission and Identity and assessment that leads to continued accreditation.

### **Elections – David Shutkin**

On 7 October 2014, the Faculty Council Committee on Elections completed the first fall election of the 2014-15 academic year. The results of the election are available on the FC website: <http://faculty.jcu.edu/facultycouncil/pages/nominations-and-elections/>.

The nominations process proceeded in typical fashion and the slate was filled with candidates except for the University Core (Present – AY 2014-2015) Committee BSOB. The start of the election was delayed for technical reasons related to network updates and transfers of directories to new servers. Tom Short and Nick Marino collaborated to solve the problems.

The Faculty Council Committee on Elections has yet to meet this semester due to scheduling conflicts.

### **Rank, Tenure, & Promotion – Tom Zlatoper**

Since it awaits the determination of three of its members, the Rank, Tenure and Promotion Committee has not yet met this academic year.

The RTP Committee intends to revisit a matter it considered during the 2013-14 academic year: the counting of time served at rank of instructor or higher towards tenure. According to prior practice at JCU, whether or not years in a visiting position or years at other institutions were to be counted in the probationary period on the tenure track was negotiable. The Provost/AVP and the Chair of the Faculty Handbook Committee provided an October 2012 interpretation on the following question—Do all years served at the rank of instructor or higher with the status of visitor count as probationary years in service toward the automatic conferral of tenure on any faculty member who enters their eighth year of full-time service? Their interpretation was that, according to the Faculty Handbook, the answer is “yes.” In the 2012-13 academic year, the RTP Committee expressed concern that the change in practice required by the interpretation is not in the best interests of the faculty or the University and made some preliminary investigations regarding possible changes.

During the 2013-14 academic year, the RTP Committee continued its investigation of the “counting of time served” matter. It drafted a potential Faculty Handbook amendment that would allow for exceptions to the October 2012 interpretation and met with representatives of the AAUP Chapter at JCU to obtain their feedback. After further discussion, the Committee agreed that the issue is more complicated than was hoped and decided to revisit the matter during the 2014-15 academic year.



## **Enrollment, Financial Aid, & Student Life – Linda Koch**

### First Meeting Sept. 23, 2014:

At our first meeting, I reported on my attendance at:

- 1) the orientation for Faculty Representatives to Board Committee Meetings.  
I briefed the committee on a few items relating to faculty representation at these meetings.  
The new policy regarding “no substitutes” (not allowing a substitute if the appointed/elected faculty representative could not attend) was of concern to some members of the Enrollment committee. They believe this policy is too strict.
- 2) Provost council  
I noted some items on the agenda for this semester of relevance to the committee.

Most of the meeting consisted of a wide-ranging discussion of issues relating to enrollment and recruitment at JCU and strategizing for our first meeting with Brian Williams (VP for Enrollment).

### Upcoming Meeting with Brian Williams on Recruitment:

We have scheduled our first meeting with Brian Williams for Oct. 21, 2014 3:00-5:00 p.m.

Brian will give a presentation and respond to some questions we have provided to him in advance. The questions we forwarded to him are these:

- 1) What was the target for this year’s entering class (we understood it to be fewer than 800)? Why did we admit as many students as we did?
- 2) Is the university considering different pricing structures for entering students—a multi-year pricing plan, for example?
- 3) Has the university considered moving to a different admissions model—for example, the Bard College model (submitting four essays instead of a transcript, SAT/ACT scores, etc)?
- 4) With the high school population in the Rust Belt in decline, how can we specifically attempt to bring in students from other regions.
- 5) How can JCU bring in more academically talented and academically committed students?

## **Gender & Diversity – Alissa Nutting**

After an initial meeting in late September, the Committee on Gender & Diversity identified four main areas to focus our work upon this year:

- 1) Recruitment of Faculty of Color
  - a. Terry Mills is coming to our next meeting in late October to discuss ways we can be of service to departments in gaining additional diversity hires and in creating a supportive environment for diverse faculty
- 2) Continuing Work on a Written Sick-Leave Policy
  - a. There is past precedent in departments for faculty taking semester leave past the 12-week mark to care for sick family members, but no

standardized, written policy in terms of paid vs. unpaid, semester leave etc.

- b. We are currently working on a survey of like universities and what their standardized, written sick policies are for faculty.
- 3) Continuing Work on Possible Child Care Center
  - a. Currently assembling a survey to establish need
- 4) Giving Support to Adjunct Faculty
  - a. Currently identifying adjunct leaders in the campus community to learn what needs they'd most like us to advocate for.