

Villanova University

faculty congress

Academic Year 2021-2022

February 21, 2022

9:00 am to 10:30 am

via Zoom: <https://villanova.zoom.us/my/drtomway>

Minutes

**Present:** Amanda Knecht,Bridget Wadzuk, Gerald Beyer, Gregory Hoskins, Ilia Delio, Jared Paul, Jennifer Ross, Jeremy Kees, Joe Betz, John Sedunov, John-Paul Spiro, Kathryn Haymaker, Melissa Hodges, Paul Bernhardt, Peter Busch, Rabih Moussawi, Rachel Skrlac Lo, Rebecca Winer, Rory Kramer, Ruth Gordon, Samantha Chapman, Sherry Burrell, Stephanie Katz Linkmeyer, Tom Way (Chair), Travis Foster

**Absent:** Ani Ural, Aronte Bennett, Benjamin Scheick, Debra Shearer, Eugene McCarraher, James Peyton Jones, Javad Siah, Jennifer Altamuro, Kamran Javadizadeh, Lisa Sewell, Meredith MacKenzie Greenle, Metin Duran, Paul Steege, Shannon Hamlin, Stephen Liedtka, Sue Metzger, Tina Agustiady, Wenqing Xu

**Housekeeping**

* Welcome -- election coming up – please nominate yourself or others
* Approval of minutes from Jan. 25, 2022 will happen at our March meeting

**Standing Committee Reports** *(reports submitted in advance; please see appendix; this time set aside for elevated issues and/or questions)*

1. Awards Committee (Andrew Scott [chair, external member], Sherry Burrell) – Andrew shared the list of awardees for faculty awards 2022 and reviewed the current process. Fall is the nominating period, open for 3 weeks from nominations for students and faculty; the committee solicits materials and finalist materials for consideration. Someone asked if the runner up stand again for award the next year? Currently renomination the next year is the easiest way. The committee will decide in the fall whether we should automatically include finalists from the previous year, or at least send reminders to those who nominated to re-nominate. It was noted that “mid-career” is anyone at the associate level. Faculty congress voted unanimously in favor of the slate of winners and runners up. Next a letter will be sent to the provost listing all of these, with blurbs about each recipient, CCing the president’s office.
2. Adjunct Faculty Representatives (Tina Agustiady, Shannon Hamlin)
3. CNT/FTNTT Faculty Representatives (Sue Metzger, J-P Spiro) – JP and Sue are collaborating with Lisa Dolling (the associate dean for CNT faculty) to clarify the promotion process for faculty and chairs. They are working to create a handbook and trainings to offer to people. Sue has been collaborating on the salary issue, noting that promotion raises used to be equal to TT faculty, and efforts are being made to fix that imbalance. A member of FC noted that CNTs cannot currently vote for department chair. What can be done to change that? JP noted that this question has come up for discussion before; we are looking into how many department this impacts. There has been a concern that CNTS could somehow be influenced by the process; but it is not clear that is an appropriate reason for keeping them from voting. Tom noted that this was up for discussion in FCEC last week, and there is a history to the issue. FRRC looked at it in the past and could bring it up again. FRRC needs a proposal/resolution, and then it can be presented. Specifically, FRRC needs a suggestion to add to the faculty handbook and they would be open to look at any suggestions. JP and others can collaborate to create a proposal as a starting point for reconsideration by FRRC.
4. Election and Credentials Committee (Q Chung, Jen Palenchar, Qi Wang, Bob Styer [emeritus]) – See appendix – Bob noted that FC members are not automatically added to the list for current elections, so if you have served for the last two years please self-nominate. When the vote comes, everyone votes for constituent seats as well as at-large seats. Chair/VC are voted on before the election, to avoid vacant seats. By electing Chair/VC before, we don’t have any vacant seats for election. The election for Chair/VC is ideally done by us around time of next FC meeting. Nominations deadline is this Friday. Chair and VC get a 1-course reduction per year. Please consider stepping up. If you are VC, you are not assumed to be chair next time. Term limits of two in a row for Chair/VC. There was a question about term limits besides chairs? It was noted that term limits are only for chairs of committees.
5. Research Policy Committee (RPC; tbd, chair) – We welcome Jared Paul as interim chair of this committee.
6. Faculty Rights & Responsibilities Committee (FRRC; Amanda Knecht, chair) - FRRC is looking over changes to non-disclosure non-harassment policy, and reached out to a colleague with expertise in employment law to make sure nothing is missed. FRRC will have a proposal soon for handbook revisions regarding CNT emeritus status.
7. Retired faculty members (Joe Betz) – Joe noted the passing of Victor Krupisch, former professor of Russian. Joe presented an interesting history of his journey to the US. Joe also gave a brief history of the Vatican’s list of prohibited books on Catholic campuses. Now our library has a celebration of banned books every year, so we have come a long way.

**Committees with Faculty Representation *(****time set aside for questions about reports received)*

1. Academic Policy Committee (Bridget Wadzuk, chair) – CATS subcommittee; honor code subcommittee working. New resource for students for mental/physical health as an online resource: <https://thrive365.villanova.edu/> - If you would like to add the thrive365 link in your course syllabus/ Blackboard that could be a way to help students find this info.
2. Intellectual Property Policy Board (tbd)
3. Policy (Jen Altamuro, Jake Elmer) and Operations (Elaine Youngman, Cathy Curley) Committees - We were updated on the recent change to the masking policy. Representatives cannot discuss everything from meeting, but a lot of options were discussed. By majority vote we went with most lenient policy. It was noted that compliance rate for surveillance testing is 20-50% - there is low compliance rates from unvaccinated/unboosted individuals. Discussion is now the proposal to compel those individuals to comply. A lengthy question and answer period followed. What % of students are unvaccinated/unboosted? Very low, in the hundreds. Q: What input from faculty views was considered in the decision? FC vote in Dec 2021, for example. It was noted that faculty still have right to require students to wear masks. The survey from FC was instrumental for how the committee dealt with Omicron, for starting with masks in spring 2022. It was not considered this past time. It was known that there was a preference for masking and/or opt-out policy. There was concern that vaccinated individuals are not included in surveillance testing, but a consensus on the issue was not reached as far as further action.
4. HR subcommittee of the “Lessons learned taskforce” (Rebecca Winer) – [we will send it for March]

**Old Business**

1. Approval of Strongly Recommended Revisions to the Bylaws of the Faculty Congress (Bob Styer, others), see attachment – Bob reported that there is a discrepancy of the current APC composition vs. what the FC constitution says. The committee will work with APC Chair and Craig to go back and figure out membership of APC; there is differing numbers in the University Council guidance vs. FC constitution. The minor changes bring presented by the committee are from the old Senate constitution, mostly directly from there. When the University senate was dissolved, there were some changes – currently APC is a president-appointed committee, versus a committee under FC. If we vote to approve the proposed changes, we can always go back and edit them later if needed. It was noted that changes to the constitution require a full vote by all faculty. The current proposals are changes to the bylaws, which FC alone can vote to change. One member noted that in the document in the FRRC part, there is a line struck about the communication to the provost -- is there a way of adding language that obliges the provost to take under advisement what the committee says? It was noted that the committee is considering a bigger phrase for every committee for that, which would ask for response from administration. We could also have it here, but we want it for all of them. Note that the last update to constitution was around 2000.
2. Faculty Congress voted to approve the revision to the bylaws only, but not the material in the appendix (which is based on the constitution) - 18 in favor; 1 abstain (see Appendix C)

**New Business**

1. Welcome Jared Paul as interim RPC Chair (Spring 2022) (Tom)
2. Univ. Council restructuring feedback (attachment) – Send thoughts on this document to Tom and Sam; they will be incorporates into FCEC discussions. The timeline is starting in the fall there will be the restructured version. The document was not shared with all faculty; we could do that, but will ask Fr. Peter. Additional feedback is welcome.
3. FC elections, find chair/vice chair for next term – please reach out if you are considering it.
4. CNT faculty ability to vote for department chair, revival of issue (see above)
5. Faculty autonomy over class and handling the need to suddenly switch to online teaching (Sam, others)
6. Impact of financial aid holds on student registration, discussion of Faculty Congress action to pursue (Rory, J-P, others) – was raised at Univ. Council meeting and to Provost, so we are in good shape here.
7. Impact of pandemic on faculty physical and mental health not being addressed, discussion of Faculty Congress action to pursue (Amanda, others) – (and staff)
8. Employee health and wellness survey (info on goals of the Health and Well-being Committee in appendix B) - Many felt it missed the mark. Is there a way that FC should respond? It was noted that some faculty reported to her that they felt that the university should have sent survey after mask policy changes were made; also request for better alignment with university schedule and public school (e.g., university closed the same days as schools)
9. Dental insurance, a concern from colleague - Many dental providers don’t accept Delta Dental anymore. Several members of FC agree that Delta is not providing coverage and many dentists are dropping it.
10. Discussion of possible Spring Faculty Friday events – tabled for next meeting
11. Open discussion - Joe Betz discusses an active effort to resettle an Afghan family in this area, sponsored by Villanova and 2 parishes. Dan Griffin of Catholic Relief Services is the contact person. A request from colleagues was shared: regarding the application policy, can we keep the “test scores optional”? It was noted that it is extended for the short term, and we can advocate to make this a permanent policy.

**Reminders**

***Upcoming Congress events:***

FC leadership meetings with Provost & Vice Provost (Zoom)
(Tom, Samantha, Bridget, Amanda)

* ~~Monday, January 24, 12:30-1:30~~
* ~~Thursday, February 17, 9:00-10:00~~
* Second meeting tbd

Fall 2021 Faculty Congress general meetings (Zoom)

* ~~Tuesday, September 14, 2021, 9-10:30~~
* ~~Monday, October 18, 11:30-1~~
* ~~Thursday, November 18, 9-10:30~~
* ~~Friday, December 17, Noon–1:30 CANCELED~~

Spring 2022 Faculty Congress general meetings

* ~~Tuesday, January 25, 2022, 9:30-11:00~~
* Monday, February 21, 2022, 9:00-10:30
* Wednesday, March 30, 2022, 9:00-10:30
* Late Apr/early May tbd, Reorganization Meeting

2020-21 Faculty Fridays, 2:30 p.m. to 4:30 p.m. (*Presidents’ Lounge, Connelly Center*)

* Discussions underway for possible Spring 2022 events

**APPENDIX A**

**Committee Reports & Updates**

**Election Committee Report for 21 Feb 2022**

The election committee is soliciting nominations to run for the 2022-2024 Faculty Congress. Self-nominations are encouraged! <https://www1.villanova.edu/villanova/facultycongress/nominations.html> If you do not plan to run again, please nominate a colleague.

The current Congress must elect the new Faculty Congress chair and vice chair before elections begin (this avoids vacancies if an individual were elected to a constituency seat then elected as FC chair). We hope to begin the elections in late March, so please consider whom you intend to elect as the new chair and vice chair soon.

UNIT is retiring the software that managed our past elections, so we will use different software for this spring’s elections.

**FRRC report**

* Craig Wheeland came to the February meeting to discuss the changes to the Non-Disclosure Non-Harassment policy and procedures.  The committee was able to ask initial questions about the changes and make initial suggestions.

* Some ideas were proposed for changing the wording in the Faculty Handbook to include CNT faculty in the Emeritus section.

* Other universities are eliminating nondisclosure agreements, and we were wondering if FRCC should investigate that for VU.

* The committee discussed the differences in annual/triennial reviews in the different colleges and wonders if FRRC should try to write something a little less vague to go in the Faculty Handbook.

Appendix B

**Goals of the Health and Well-Being committee (Sustainability Leadership Council)**

* **From Dr. Stacy Andes, committee chair**

**Sustainability Development Goal 2 (SDG 2): End Hunger, Achieve Food Security and Improved Nutrition, and Promote Sustainable Agriculture**

**2.2: Proportion of students, faculty and staff that are meeting their caloric and nutritional needs without eating in excess.**

***Key Result 2021***: Measure the nutritional health of Villanova’s population and assess the needs of those with restricted diets due to allergies, religious restrictions, or other dietary restrictions. This was not achieved.

***Current Progress***: The *Health and Well-Being Employee Survey* is being administered in Spring 2022 for the first time ever, sponsored by the Health and Well-Being Committee (Sustainability Leadership Council), and in partnership with the College of Engineering, College of Nursing, and Human Resources. This data will serve as baseline data for employees, and it will serve as a measure of nutritional needs and the impact that COVID-19 has had on nutrition.

***Health and Well-Being Committee Proposed Projects***:

* Administer the *Health and Well-Being Employee Survey* again in Spring 2025.
* Expand *Thrive 365* portal to include employee-specific portal or adopt another online resource for employees that meet their health and well-being needs.
* Review *NovaFit* employee aggregate trend data to identify top employee health-related concerns and determine the challenges, tools and programs that have had the most engagement from employees.
* Partner with the Center for Obesity Prevention and Education (College of Nursing) to develop employee-based interventions to reduce nutritional needs and increase health-promoting nutritional strategies and behaviors.

**SDG 3: Health and Well-Being**

**3.1: Harmful drug abuse as measured by proportion binge drinking and proportion of student, faculty, and staff who use tobacco products or any illicit drug habitually.**

***Key Result 2021***: No key result related to employee substance use

***Current Progress***: The *Health and Well-Being Employee Survey* is being administered in Spring 2022 for the first time ever, sponsored by the Health and Well-Being Committee (Sustainability Leadership Council), and in partnership with the College of Engineering, College of Nursing, and Human Resources. This data will serve as baseline data for employees, and it will serve as a measure of substance use and the impact that COVID-19 has had on substance use.

***Health and Well-Being Committee Proposed Projects***:

* Administer the *Health and Well-Being Employee Survey* again in Spring 2025.
* Expand *Thrive 365* portal to include employee-specific portal or adopt another online resource for employees that meet their health and well-being needs.
* Apply for and receive Association for Recovery in Higher Education and Independence Blue Cross recovery grant to support efforts to build an informal recovery community at Villanova for students, staff and faculty.

**3.5: Proportion of students, faculty and staff receiving age-appropriate sleep per night during the semester.**

***Key Result 2021***: No key result 2021

***Current Progress***: The *Health and Well-Being Employee Survey* is being administered in Spring 2022 for the first time ever, sponsored by the Health and Well-Being Committee (Sustainability Leadership Council). This data will serve as baseline data for employees, and it will serve as a measure of sleep quantity and quality and the impact that COVID-19 has had on sleep.

***Health and Well-Being Committee Proposed Projects:***

* Administer the *Health and Well-Being Employee Survey* again in Spring 2025.
* Expand *Thrive 365* portal to include employee-specific portal or adopt another online resource for employees that meet their health and well-being needs.
* Review *NovaFit*employee aggregate trend data to identify top employee health-related concerns and determine the challenges, tools and programs that have had the most engagement from employees.

**3.6: Thriving Quotient**

***Key Result 2021:*** No key result related to employee thriving

***Current Progress***: The *Health and Well-Being Employee Survey* is being administered in Spring 2022 for the first time ever, sponsored by the Health and Well-Being Committee (Sustainability Leadership Council). This data will serve as baseline data for employees, and it will serve as a measure of thriving and the impact that COVID-19 has had on reports of thriving.

***Health and Well-Being Committee Proposed Projects:***

* Review *NovaFit*employee aggregate trend data to identify top employee health-related concerns and determine the challenges, tools and programs that have had the most engagement from employees.
* Apply for National Institutes of Health *Advancing Diversity in Aging Research Through Undergraduate Research* grant on student health and well-being, in partnership with Dr. Irene Kan, Psychological and Brain Sciences.

Appendix C

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Strongly Recommended Revisions to the Bylaws of the Faculty Congress of Villanova University

**Article III Sec 1.a last line**

*Current:* The total membership of the Executive Committee shall be ten.

*Change to:* The total membership of the Executive Committee shall be nine.

*Reasoning: The Senate Chair was formerly an ex officio member.*

**Art. III Sec 4: FRRC**

*Current:*

Section 4. Faculty Rights & Responsibilities Committee.

a. The Faculty Rights & Responsibilities Committee consists of fourteen elected faculty members (one of whom shall be the Vice Chair of the Faculty Congress ex officio). The committee shall elect its chair. Faculty members are limited to two consecutive terms as Chair of the Faculty Rights & Responsibilities Committee, but are re-eligible after four years out of office as Chair of the Faculty Rights & Responsibilities Committee.

b. The Faculty Rights & Responsibilities Committee shall have authority to formulate recommendations in all faculty matters.

*Change to:*

Section 4. Faculty Rights & Responsibilities Committee.

a. The Faculty Rights & Responsibilities Committee consists of fourteen elected faculty members (one of whom shall be the Vice Chair of the Faculty Congress ex officio). The committee shall elect its chair. A faculty member is limited to two consecutive terms as Chair of the Faculty Rights & Responsibilities Committee, but is re-eligible after four years out of office as Chair of the Faculty Rights & Responsibilities Committee.

b. The Faculty Rights & Responsibilities Committee shall have authority to formulate recommendations in all faculty matters.

c. The Faculty Rights and Responsibilities Committee will communicate all formal committee recommendations in writing to the Executive Committee. This committee shall also have a direct line to the Provost. If appropriate, the committee shall send the written recommendation to the Provost who will respond within a reasonable time with a written rationale for the action taken.

Art III Sec 5:

*Current:*

Section 5. The Academic Policy Committee.

a. The faculty constituent of the Academic Policy Committee shall consist of sixteen elected faculty members. The committee shall elect its chair. Faculty members are limited to two consecutive terms as Chair of the Academic Policy Committee, but are re-eligible after four years out of office as Chair of the Academic Policy Committee.

b. The Academic Policy Committee shall have the authority to recommend policy in academic matters affecting more than one college.

*Change to:*

Section 5. The Academic Policy Committee.

a. The Academic Policy Committee shall have authority to recommend policy in academic matters affecting more than one college of the University. This committee may be assisted in its efforts by a Subcommittee on Academic Calendar and other subcommittees as it deems necessary or useful.

b. The Academic Policy Committee shall consist of 30 members: 16 faculty, 6 undergraduate students, 2 graduate students, and 6 administrators and a maximum of 15 other members, as determined by the committee protocol. The committee shall elect its chair from the faculty constituent.

c. The faculty constituent shall consist of sixteen elected faculty members. The faculty members will be directly elected by constituency as described in Appendix A. The term of office is two years. A faculty member is limited to two consecutive terms as Chair of the Academic Policy Committee, but is re-eligible after four years out of office as Chair of the Academic Policy Committee.

d. The student constituent shall consist of six undergraduate and two graduate students. The term of office is one year; a representative may serve more than one term. The six undergraduate representatives shall represent the six undergraduate constituencies: Arts, College of Professional Studies, Engineering, Nursing, School of Business, Sciences. The Student Government Association shall determine the procedures for choosing the undergraduate representatives. One graduate student representative shall be the Graduate Student Council President *ex-officio*. The Graduate Student Council shall determine the procedures for choosing the second representative, with due consideration for representing the views of the many diverse graduate programs across the University.

e. The administrative constituent shall consist of six members *ex-officio*: Provost, Dean of Arts and Sciences, Dean of Engineering, Dean of Graduate Studies in CLAS, Dean of Nursing, and Dean of the School of Business. The provost may designate an associate provost or a dean may designate an associate or assistant academic dean in his or her stead with full voting authority.

f. The Academic Policy Committee will communicate all formal committee recommendations in writing to the Executive Committee. This committee shall also have a direct line to the Provost. If appropriate, the committee shall send the written recommendation to the Provost who will respond within a reasonable time with a written rationale for the action taken.

**Art III Sec 7**

*Current:*

Section 7. Additional standing committees may be established by the Faculty Congress. Their members shall be appointed by the Chair. Faculty members are limited to two consecutive terms as Chair of the Academic Policy Committee, but are re-eligible after four years out of office as Chair of the Academic Policy Committee.

*Change to:*

Section 7. Additional standing committees may be established by the Faculty Congress. Their members shall be appointed by the Chair unless otherwise specified.

*Add Appendix A:*

**Appendix A:** Election Details

FACULTY RIGHTS AND RESPONSIBILITIES COMMITTEE

Faculty membership on the Committee on Faculty would be as follows:

Arts Humanities (2 seats, from different departments)

Arts Social Science (1 seat)

Sciences (2 seats, from different departments)

Engineering (2 seats, from different departments)

VSB (3 seats, from at least two different departments)

Nursing (2 seats)

Law

Vice Chair of Faculty Congress, *ex officio*

Total faculty seats on FRRC = 14

*ACADEMIC POLICY COMMITTEE*

Faculty membership on the Academic Policy Committee would be as follows:

Arts Humanities (2 seats, from different departments)

Arts Social Science (2 seats, from different departments)

Two additional Arts members (Humanities or Social Science)

Sciences (3 seats, from at least two different departments)

Engineering (2 seats, from different departments)

Nursing (2 seats)

VSB (3 seats, from at least two different departments)

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Total faculty seats on APC = 16

*Reasoning: The full descriptions for APC and FRRC were in the Senate Constitution which is no longer active, so this transfers the wording to the Faculty Congress Constitution.*

*Revisions related to the Research Policy Committee.*

**Art III Sec 2.a**

*Former*:

In addition to the Executive Committee, the standing committees of the Faculty

Congress include the Elections and Credentials Committee, the Faculty Rights &

Responsibilities Committee, and the Academic Policy Committee.

*Change to:*

In addition to the Executive Committee, the standing committees of the Faculty Congress include the Elections and Credentials Committee, the Faculty Rights & Responsibilities Committee, the Research Policy Committee, and the Academic Policy Committee.

*Add:*

Section 6. The Research Policy Committee.

a. The Research Policy Committee consists of ten members appointed by the Faculty Congress Executive Committee. Six of the RPC members are to be appointed from the members of the Faculty Congress, and four members are to be appointed from full-time faculty who need not be members of the Congress. The composition of the committee will reflect multiple disciplines and methodologies and will ensure broad representation of the Villanova University research community. The committee shall elect its chair. Faculty members are limited to two consecutive two-year terms as Chair of the Research Policy Committee, but are eligible again after four years out of office as Chair of the Research Policy Committee.

b. The Research Policy Committee shall have the authority to recommend policy in research matters affecting faculty in more than one college.

*Reasoning: Bob Styer could not find the official minutes where the wording of the Research Policy Committee amendment was formally voted on.*