**Minutes (Draft)**

**New Faculty Body**

**Tuesday, October 10; Cinema, Connelly Center, 4:00 p.m.**

Present: Walter Brogan, Sohail Chaudry, Walter Conn, Rick Eckstein, Edwin Goff, Trudi Graves, Lowell Gustafson, Michael Hones, Ed Jaworowski, Janice Knepper, Ed Kresch, Kenneth Kroos, Robert Langran, Howard Lurie, Susan Mackey-Kallis, Emmet McLaughlin, Philip McLaughlin, Jr., Douglas Norton, Gaile Pohlhaus, Rex Saffer, Joseph Schick, Nancy Sharts-Hopko, Janice Sipior, Harry Strack, Robert Styer, Rodger Van Allen, Burke Ward, Joyce Willens, Peter Zaleski.

**Agenda**

I. Welcome and Announcements.

    A. Welcome to New Members.

    B. Tentative dates for meetings.

    C. Well wishes from the Vice President for Academic Affairs.

II. Provisional Constitution.

III. Election of Executive Committee for NFB.

IV. Open Committee Seats.

V. Retirement Committee Update.

VI. Representation.

VII. Name for NFB.

VIII. New Business.

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**I. Welcome and Announcements.**

**A. Welcome to members.**

On behalf of the Faculty Senate, Dr. Gustafson welcomed the new members of the NFB:

Full-Time At-Large Members

Walter Conn

Rick Eckstein

James Klingler

Robert Langran

Susan Mackey-Kallis

Robert Styer

Rodger Van Allen

Adjunct At-Large Members

Trudi Graves

Rex Saffer

Retired At-Large Member

TBA

Members from Academic Policy Committee:

The faculty members of the NFB who are also on the Academic Policy Committee:

|  |  |  |
| --- | --- | --- |
| A&S - Group 1 - 2 seats  Ed Jaworowski  Evan Radcliffe | A&S - Group IV - 2 seats  Janice Knepper  Michael Hones | Nursing - 2 seats  Joyce Willens  Nancy Sharts-Hopko |
| A&S - Group II - 2 seats  Robert Murray  Lillan N. (Boots) Cassel | A&S Group V - 2 seats  Edwin Goff  Gaile Pohlhaus | Commerce and Finance - 2 seats  Janice Sipior  Wayne Bremser |
| A&S - Group III - 2 seats  Harry Strack  R. Emmet McLaughlin | Engineering - 2 seats  Moeness Amin  Ed Kresch |  |

Total Faculty seats on APC = 16

Arts and Sciences Groups:

Group I: English, Classical and Modern Languages

Group II: Computing Sciences, Education, Mathematical Sciences, Naval Sciences

Group III: Art History, History, Political Science, Geography, Psychology, Sociology

Group IV: Astronomy and Astrophysics, Biology, Chemistry, Physics

Group V: Communication, Philosophy, Theology and Religious Studies, Theatre

Committee on Faculty

The faculty members on the NFB who are also on the Committee on Faculty:

|  |  |  |
| --- | --- | --- |
| A&S - Group I - 1 seat  1 seat open | A&S - Group V - 1 seat  Walter Brogan | Commerce & Finance - 3 seats  Sohail Chaudry  Burke Ward  Peter Zaleski |
| A&S - Group II - 1 seat  Douglas Norton | Engineering - 2 seats  Kenneth Kroos  Philip V.D. McLaughlin, Jr. | Law - 1 seat  Howard Lurie |
| A&S - Group III - 1 seat  1 seat open | Nursing - 2 seats  Linda Carmen Copel  1 seat open | Vice Chair of New Faculty  Body, Michael Hones, ex  officio - 1 seat |
| A&S - Group IV - 1 seat  Joseph Schick |  |  |

Total Faculty seats on COF = 14

Arts and Sciences Groups:

Group I: English, Classical and Modern Languages

Group II: Computing Sciences, Education, Mathematical Sciences, Naval Sciences

Group III: Art History, History, Political Science, Geography, Psychology, Sociology

Group IV: Astronomy and Astrophysics, Biology, Chemistry, Physics

Group V: Communication, Philosophy, Theology and Religious Studies, Theatre

Dr. Gustafson noted how the NFB derives its existence from the autonomous tradition of the Faculty Assembly, Faculty Council, and Faculty Senate, as well as from the new constitution of the University Senate, recently approved by the Board of Trustees.

**B: Meetings**

Current Reservations for New Faculty Body Meeting Dates: 2000-2001

All meetings begin at 4 pm. The rooms are reserved until 5:45 pm.

Tuesday, Oct. 10 Cinema

Monday, Nov. 13 Cinema

Tuesday, Jan. 16 St. Davids/Radnor

Monday, Feb. 12 St. Davids/Radnor

Tuesday, Mar. 13 Cinema

Monday April 9 Cinema

or

Monday, April 23 Cinema

**C: Well Wishes**

Dr. Gustafson noted that the VPAA was anxious to communicate his well wishes for the NFB and that he looks forward to meeting with the group whenever that would be helpful.

**II:** Following discussion, the NFB unanimously approved the following **Provisional Rules for the Villanova Faculty Congress (FC)**

Notes: 1. The Faculty Congress will operate in accordance with these Provisional Rules until a final constitution is adopted by the body and submitted to the faculty as a whole for a vote. Under no circumstances, however, will the Provisional Rules have any validity after March 1, 2001.

2. Portions of the Constitution of the Faculty Assembly [Faculty Council], May 1992, may be taken over into this Constitution either intact or with slight modifications.

PURPOSE

The FC is an organization constituted by the faculty of Villanova University for the purposes of discussing all matters of interest to the faculty and, where appropriate, passing resolutions expressing the faculty's consensus opinion on such matters.

While resolutions may be sent to any Administrative Officer, the FC has a direct consultative line to the Vice President for Academic Affairs.

In representing the interests of the faculty, the FC will be responsible for coordinating the activities of the faculty representatives on the University Senate, the Academic Policy Committee, and the Committee on Faculty. Those representatives, in turn, will advise the FC on relevant matters which come before the governance bodies on which they serve.

MEMBERSHIP OF FC

14 faculty from Committee on Faculty\*

16 faculty from Academic Policy Committee\*

2 Part-Time faculty

1 Retired faculty

7 faculty elected at-large from the University

40 total members

Note: Current membership of Faculty Senate = 20

Current membership of University Senate = 44 (1 is non-voting)

Membership recommended in Langran/Strack Plan = 39

\*Because these faculty are already selected by constituencies within the University, every constituency is guaranteed representation in the FC.

The term of office will be two years with no limit on the number of consecutive terms which may be served.

The existing organizations representing the retired faculty and the part-time faculty will determine the procedures for the selection of their representatives on the FC. The minimum qualifications for the at-large members shall be the rank of assistant professor, tenured or tenure-track, and three years of service to the University. Voting for these representatives will be done by tenure and tenure-track faculty in elections held in the Spring term, with terms of office beginning the following May 1. A majority of the votes cast shall be necessary to win.

The FC shall have a Chair, Vice-Chair, Secretary, and Treasurer selected by the entire membership of the FC.

OPERATIONS

The FC shall meet at least two times each semester. Additional meetings may be called at the discretion of the Executive Committee, and must be called if petitioned by at least one-third of the member- ship of the FC stating the reason for their petition.

The meetings of the FC shall be open to the University Community and minutes of the proceedings shall be published. The right of public participation by all faculty members is guaranteed and time will be allotted at each meeting of the FC for this purpose. However, no action may be taken on an issue raised during the public participation time unless it has been previously advertised in the agenda.

Nothing in this Constitution shall be taken to preclude the formation or functioning of other faculty organizations at the divisional level, or to inhibit the operation of other faculty bodies of the University.

STANDING COMMITTEES

Executive Committee

The FC shall have an Executive Committee consisting of the Chair, Vice Chair, Secretary, and Treasurer of the FC, and five other members of the FC (one of which must be part-time), all elected for two-year terms by the membership. At least one of these nine members must also be a member of the Academic Policy Committee. In addition, the Chairs of the University Senate and the Committee on Faculty will be ex-officio voting members. [Total membership = 11]

The Executive Committee shall act for the FC on those matters requiring attention between meetings of the FC, following consultation as appropriate..

Elections and Credentials Committee

This committee shall have authority to administer the elections for the at-large members of the FC, the faculty representatives on the University Senate, the Academic Policy Committee, and the Committee on Faculty. It shall also solicit nominees for the appointed faculty members to all relevant University Senate committees and present those nominees to the Executive Committee of the FC which will, in turn, select a nominee for each committee seat. The names of those nominees will be transmitted to the Executive Committee of the University Senate which is responsible for making the appointment. This committee will also present to the Executive Committee recommendations for the filling of any vacancies which may occur in the governance bodies listed above in this paragraph.

In order to ensure fairness, no one will be permitted to participate in administering an election in which they, themselves, are a candidate. If necessary, faculty not members of the FC, may be invited to assist the committee. It will have five members appointed by the Chair of the FC.

Salary and Benefits Committee

This committee shall consist of the Vice-Chair of the FC plus four persons appointed by the Chair of the FC.  In order to seek expert advice, not all members of the committee need be members of the FC. The committee will be chaired by the Vice-Chair of the FC. It shall prepare an annual comprehensive report on the state of all aspects of faculty salary, benefits, and terms and conditions of employment, to be delivered in a timely manner to the FC and the Committee on Faculty.

Committee on Faculty

The Committee on Faculty shall have a dual function as a committee of the FC and a committee of the University Senate. It shall have authority to formulate recommendations in all faculty welfare matters.

It shall participate in the selection of faculty representatives to all committees of the Board of Trustees which include faculty in their membership.

The Committee on Faculty shall consist of fourteen elected faculty members, one of whom shall be the Vice-Chair of the FC. The committee shall elect its chairperson. The Vice president for Academic Affairs sits ex officio on this committee only when it acts in its capacity as a University Senate committee.

Academic Policy Committee

The Academic Policy Committee of the FC shall consist of the sixteen faculty (six of whom are also University Senators) which comprise the Academic Policy Committee of the University Senate. The committee shall elect its chair.

This committee shall have authority to recommend policy to the FC in major academic matters significantly affecting more than one college of the University and significantly affecting the faculty of Villanova University as a whole.

AMENDMENTS

Amendments to these Rules may be proposed by any FC member. Adoption of these amendments will require a majority vote by a quorum of FC members.

Ratification of any amendment requires approval by least two-thirds of the entire membership of the FC followed by approval of two-thirds of the ballots cast by the full-time tenure and tenure-track faculty in a referendum.

**III: Election of Executive Committee**

Chair, Vice Chair, Secretary, and Treasurer of the FC, and five other members of the FC (one of which must be part-time).

By unanimous vote, the following officers were elected:

Chair: Robert Langran

Vice Chair: Michael Hones

Secretary: Walter Conn

Treasurer: Ed Kresch

Executive Committee Members

Trudi Graves

Susan Mackey-Kallis

Rodger Van Allen

Gaile Pohlhaus

Howard Lurie

Harry Strack, *ex officio*

Burke Ward, Chair of COF

**IV: Open Committee Seats.**

A) Two faculty seats on the Academic Affairs Committee of the Board of Trustees. Should these appointments / elections be delegated to the COF? The FC will take this up in November.

B) Several faculty seats on a committee that Dr. Johannes wants to form on outcomes and outcomes assessment (the committee existed in summer, 1998, but hasn't met since then) need to be filled. The FC will take this up in November.

C) The Science seat held by Dave Sprows and what was the "undesignated seat" held by Mary Desmond should be filled this fall, preparatory to the spring term R&T activities. Dr. Desmond's seat, under the new R&T policy that provides an additional faculty seat on the University Committee, becomes a university-wide seat.

Dr. Johannes would also like the Committee on Committees and Elections (or whatever it will be called) to appoint one person to work with him on holding the elections for the two open slots on the R&T Committee. While he does not at this time believe it appropriate for that committee to conduct the elections for the University R&T Committee, he does think that it should collaborate with him in partnership to do so.

The FC voted unanimously to recommend that the officers of the FC meet with Dr. Johannes to explain why the FC should conduct the elections for faculty representatives to the R&T Committee.

D) FACULTAS: Dr. Van Allen will be editor, Dr. Styer vice-editor.  Dr. Gustafson will be production editor of Facultas and The FC Communications and Webpage Coordinator.

E) Open seats on COF. A call for nominations will be made to those groups which still do not have representatives.

**V. Retirement Committee Update**

Dr. Van Allen reported on the committee originally charged by the Faculty Senate to investigate retirement options. The summary of the plan which they have discussed with the VPAA is as follows:

Eligibility:

Those whose years of service and age add up to 75 or more as of December 31, 2000.  Law School excluded.

Specifics:

1. Four year payout of up to 200% of salary based on 5% for each year of service.

2. Medical, Medicare supplement and dental coverage for faculty member and spouse. Tuition remission; tuition exchange.

3. $1,500.00 for financial planning and counseling.

4. Dignity package: continuation of e-mail account; Wildcard (for use of Library, athletic facilities, etc.); free campus parking; at least one office set aside by each college for use of retired faculty, and one suitably equipped room in the library, e.g. with research lockers; reasonable copy, phone, fax and secretarial support to the extent possible.

5. Subject to departmental needs, can teach part-time.

**VI: Representation**

A. How should temporary, fulltime faculty be represented on faculty bodies? The FC will consider this in the future.

B. How should adjunct faculty be represented on the University Senate? The FC will consider this in the future.

C. Should the groups from which the Arts and Sciences representatives are chosen be revised? The FC will consider this in the future.

V**II: Change of Name from NFB to Faculty Congress**

The current name of this body, "New Faculty Body," was meant to be temporary. The NFB choose a new name for itself: the Faculty Congress.

**VIII: New Business**

The Faculty Senate passed the following motion on February 14, 2000:

RESOLVED: As a result of the January, 2000 Faculty Senate referendum on university governance, the Faculty Senate encourages faculty representatives on the University Senate to support the proposed changes to the University Senate Constitution. If the new Constitution is implemented, the Faculty Senate urges that the new 'faculty body" give priority to the continued investigation of a collective bargaining agent which would represent faculty concerns in negotiation with the administration.