FAIRFIELD UNIVERSITY
General Faculty Meeting
March 19, 2010
Minutes of Meeting

Approved by the General Faculty on April 16, 2010.

No votes that involved proxies were taken at this meeting.

Professor Larry Miners, the Chair of the General Faculty, called the meeting to order at 3:35 PM.

1. **Announcements.**

   Prof. Miners announced that he had appointed Prof. Richard Regan to be parliamentarian for the spring semester and thanked Prof. Rick DeWitt (currently on sabbatical) for serving as parliamentarian last fall. He noted that there were a few copies of the packet for today’s meeting at the front of the room.

   Prof. Tod Osier asked if he could update the faculty on the issues surrounding the current construction and its impact on faculty research and outdoor classroom space. Prof. Miners asked the faculty if this would be acceptable and there were no objections.

   Prof. Osier said that an ad hoc group of faculty, mainly from the Program on the Environment, had been working with the administration on sustainability issues for a long time, but that the extent of the construction for the Village Complex parking lot and its impact on faculty research was not conveyed to them. At the March Council meeting, the Council passed a motion that construction should be halted until discussions between the ad hoc group and the President could take place. Prof. Osier wanted the faculty to know that the construction that is occurring has a serious impact on faculty research. Some of Prof. Osier’s research and some of Prof. Brian Walker’s research has been stopped altogether by the construction. Untenured faculty will be unwilling to take the risk of starting research in areas that may be cut down. Teaching and outdoor classroom work has been severely impacted. Faculty had dialogue with the administration, but promises were not kept. We need genuine dialogue about the importance of research and teaching on our campus grounds. Faculty should be aware that proposals regarding sustainability issues on campus will be coming to the faculty through our committees. There were no questions.

2. **Approval of Minutes of the Meeting on November 20, 2009**

   **MOTION [Rosivach/Dennin]:** to approve the minutes of the General Faculty meeting of 11/20/2009 as circulated.
   
   **MOTION PASSED UNANIMOUSLY.**

3. ** Proposed Handbook amendments on faculty representation on Board of Trustees Committees**

   Prof. Miners called on Prof. Chris Bernhardt, AC Subcommittee Chair, to make the presentation. Prof. Bernhardt said there was a long history of faculty asking for representation on Board committees. In Fall 2007, Mr. Paul Huston invited the chairs of five Handbook committees (Public Lectures and Events, Student Life, Educational Planning Committee, University Advancement, Educational Technologies Committee) to sit on the corresponding Board committees. This year, the Academic Council set up a subcommittee to draft language for the Handbook to formalize this arrangement. The subcommittee consisted of Professors...
Bernhardt (chair), Betsy Bowen, Don Gibson, Irene Mulvey and SVP Paul Fitzgerald. Motion 1 (on page 17 of the packet) changes the description of the Committee on Conference with the Board of Trustees, their general purpose, and authorizes the committee members to split up to visit Board committees. Motion 2 (beginning on page 18 of the packet) amends the Handbook by inserting as a duty for each of the five relevant Handbook committees the text, “To elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the [appropriate] Committee of the Board of Trustees for that year.”

The floor was opened for informational questions.

Prof. Rosivach asked why the text was inserted as the first duty for the Student Life Committee but the last duty for the other four Handbook committees. Prof. Bernhardt said no message was being sent and the subcommittee thought this worked well.

Prof. Thiel asked for the rationale for the phrase “to confer individually or collectively” in the duties for the Conference Committee. Prof. Bernhardt said the members of the Conference Committee may need to split up when different Board committees are meeting concurrently.

Prof. Roben Torosyan asked if the faculty on the Board committees would have voting rights. Prof. Bernhardt: No.

MOTION 1 [Bernhardt/Nantz]: that the Faculty Handbook be amended at I.C.b.6 on pages 13-14 as shown on page 17 of the packet for today’s meeting. MOTION PASSED BY THE REQUIRED 2/3 PRESENT AND VOTING.

MOTION 2 [Bernhardt/Gil Lopez]: that the Faculty Handbook be amended at I.C.b.7 on pages 14-15, at I.C.b.9 on page 15 (as amended GF 11/20/2009), at I.C.b.11 on page 16, at I.C.b.12 on pages 16-17, and at I.C.b.16 on page 19 as shown on pages 18-21 of the packet for today’s meeting.

Prof. Rosivach objected to putting the trustee liaison duty first in the description for the Student Life Committee.

Prof. Paul Caster noted that there is an Academic Council Subcommittee studying the Student Life Committee that is expected to bring Handbook changes on the charge to the Council. He suggested that this concern could be addressed at that time. Prof. Rosivach: great.

MOTION [Thiel/Lane]: to table the pending motion. MOTION to table FAILED.

It was noted that Handbook amendments cannot be amended by the General Faculty. For changes, they would need to go back to the Council.

Prof. Rakowitz spoke in favor of Motion 2, noting that the motion involved five Handbook committees, not just the Student Life Committee.

MOTION [Nantz/Rosivach]: to call the question. MOTION PASSED.

MOTION 2 PASSED UNANIMOUSLY.
4. Report from the Faculty Salary Committee

Prof. Miners called on Prof. Rakowitz, Faculty Salary Committee (FSC) Chair, to make the presentation. She began by thanking the other members of the committee, Professors Dave Crawford, Joe Dennin, Rona Preli and Cheryl Tromley.

The FSC has drafted a proposal for appeals for merit pay decisions that is on its way to the Academic Council.

Yesterday, the FSC reached agreement with the administration on a Memo of Understanding (MOU) and this will be presented to the General Faculty for approval at the next General Faculty meeting in April. The relevant increase in the Consumer Price Index is 2.5%, the FSC proposed a 3% salary increase. The increase proposed by the administration is 1.5%. University-wide, individuals making between $50K and $150K will get a 1.5% increase, and individuals making over $150K will receive no increase. For faculty, the FSC insisted that faculty making over $150K receive a 1.5% increase on the first $150K.

The FSC discussed other issues with the administration, in particular continuing discussions on mortgage assistance. The administration is willing and expects to buy three more faculty condos. There are three-year agreements on retirement contributions and rate of health care cost increase. The FSC asked the administration to extend the length of those agreements and the administration said no.

The FSC discussed the disparity in stipends for department chairs – in one school the stipend is $7200 and in other schools it is $4500. It is agreed that stipends should be comparable and, to begin working towards that, stipends (in all but DSB) will increase to $5500 next year and language to this effect will be in the MOU.

In summary, (1) the MOU proposes a 1.5% increase for faculty on the first $150K of salary – all to “sustained merit” and the increase is 1.5% of your salary or of the mean, whichever is greater (as usual), (2) the MOU will mandate an increase of $1000 to chair stipends in all but one school, (3) the University expects to purchase 2 or 3 more faculty condos, (4) no changes to the BPO.

Prof. Rakowitz suggested the following issues that are expected to be discussed next year.

Housing: buying new condos is good, but faculty still need help getting into the housing market. It is hoped that with a new VP for Finance, progress can be made next year on mortgage assistance.

Health Care: The FSC thinks money can be saved without sacrificing health care, especially by using generic drugs. They are willing to discuss this provided that any money saved goes to faculty salaries.

Retirement: The FSC asked the administration to put the current retirement “buyout” plan into the MOU and the administration said no because this was not a negotiated plan. There are plans to replace the buyout plan with a phased retirement plan. The Academic Council has a subcommittee beginning work on this now.

With regard to the committee’s sense of how things went this year, the FSC is very frustrated with the administration’s unwillingness to extend the three year caps on health care cost increases. This is especially frustrating since the administration blamed the Board for this unwillingness, even though we were assured last fall that the Board would back off if we passed the new governance and fiscal policies. Despite the current economy, the administration is committed to hiring tenure-track faculty. The FSC finds this sensible and good for the long term health of the University.

This is an informational report and not an action item. The floor was opened up for questions.

Prof. Dawn Massey asked about all the different reporting we do for annual reports, merit evaluations, etc. and asked if we couldn’t synchronize all our reporting. Prof. Rakowitz said there had been discussions about getting closer to a sensible timetable.
Prof. Bernhardt asked about the AAUP salary data, particularly the 95th percentile, and where we stand with that. Prof. Rakowitz said the data is not out yet but that we had a problem with our means because we received our salary increases in January.

Prof. Ron Salafia clarified that the increase in CPI is 2.5%, you asked for 3%, we are getting 1.5%. What about that? Prof. Rakowitz said the FSC did argue for a larger increase. Prof. Salafia followed up: If the 1.5% doesn’t keep us at the 95th percentile, will we get the appropriate adjustment. Prof. Rakowitz: Yes.

Prof. Phil Lane asked if anyone had looked at real wages to see where we fall. Prof. Rakowitz said there are no economists on the FSC and they had not looked at that. Prof. Dennin, a member of the FSC, said that he had looked at the data over the last 8 or 9 years. It is difficult to see how individual people did. Generally speaking, standard merit has been below CPI. He called merit pay a “joke” because there is no money for it.

Prof. Mulvey asked for the figure we usually get from the FSC at this time of the year, namely how far below CPI has standard merit fallen since the inception of merit pay. Prof. Dennin said he did not know but would get that data for the next meeting.

Executive VP Weitzer was recognized by the Chair. He noted a point of information which probably won’t satisfy people – that total compensation is going up 4% this year.

Prof. Marcie Patton noted that the Board had maintained that if the faculty agreed to pay a portion of health care costs, that would free up money that would be plowed back into salary. Did you bring that up in your discussions. Prof. Rakowitz: No.

Prof. Kathy Nantz recalled last summer’s layoffs and asked if there had been any conversation in the FSC about salary increases resulting in more layoffs. Prof. Rakowitz said this did not come up in FSC, but it did come up in the Budget Committee that there may be more layoffs.

SVP Fitzgerald said the timing is difficult because the Board will vote on the budget this Thursday which will set aside money for things vital for the community (financial aid, salary), but we won’t know our class sizes (undergraduate and graduate) until next October. We have to take the long view and look at our most important common responsibilities and projects.

Prof. Massey said that if we are in fact looking at more layoffs, we should be pro-active and plan for these things in a way that will be less painful that before. We don’t want to repeat the anguish from last summer.

5. Adjournment.

A MOTION [Rakowitz/Walker] to adjourn was made, seconded and PASSED without objection.

The meeting adjourned at 4:20 PM and was followed by a gala reception hosted by the Faculty Welfare Committee.

Respectfully submitted,
Irene Mulvey
Secretary of the General Faculty

Approved by the General Faculty on April 16, 2010.
APPENDIX 1:

Meeting of the General Faculty
Friday, November 20, 2009 from 3:30 - 5:00 PM
Dolan School of Business
Room 110A and 110B

A LIST OF MOTIONS AS THEY APPEAR IN THE PACKET FOR THE MEETING:

RE Agenda item 3. See page 16 of the 11/20/2009 GF Meeting packet:

**MOTION 1.** That the General Faculty approve that the Faculty Handbook tenth edition (2006) be amended in section I.B.2 paragraphs 2 and 6 and I.B.6 paragraph 1 as follows. (New language is in **bold** and language to be deleted is marked with **strikethrough**.)

Ex officio members of the Council are the **Senior Vice President for Academic Affairs Academic Vice President**, the Deans of the Schools and the Secretary of the General Faculty. The **Senior Vice President for Academic Affairs and the Secretary of the General Faculty are ex officio voting members.** Additional *ex officio* positions may be accorded membership on the Council by appointment of the President and the Council. Faculty members of the Council are elected to represent the interest and orientations of the various Schools of the University.

The right to vote and/or to make and second motions is limited to faculty members elected to the Council and those *ex officio* members designated above as voting members. Other *ex officio* members do not have these rights. Only the elected faculty members on the Council have the right to vote and/or to make and second motions. *Ex officio* members do not have these rights. All Council members have the right and privilege of discussion. Additionally, the opportunity for direct communication from the President of the University to the members of the Council is afforded at all meetings in the Order of Business.

The Academic Council shall at its first meeting of the year, elect from its current elected membership a Chairperson for the ensuing year. The term of office is fixed at one year. The functions of the Chairperson are:…

At the Academic Council Meeting on 10/5/2009, a **MOTION** to approve the above amendment to the Faculty Handbook **FAILED**: 8 in favor, 9 opposed (8-9-0).
MOTION 2. That the General Faculty approve that the Faculty Handbook tenth edition (2006) be amended in section I.B.10, I.B.6., and I.B.7. paragraph 1. (New language is in bold and language to be deleted is marked with strikethrough.)

10. Agenda
Any member of the University community may suggest topics for the Council’s consideration. However, the Council, subject to specific instructions by the General Faculty, shall determine which items to accept for placement on the agenda. The Executive Committee of the Academic Council establishes the agenda of Council meetings. The members of the Executive Committee are the Chairperson and Executive Secretary of the Council, the Secretary of the General Faculty, and the Senior Vice-President for Academic Affairs. The Chairperson of the Council serves as Chairperson of the Executive Committee. The Executive Committee is also available to consult with faculty and administrators on the best way to address issues within the governance structure.

6. Position of Chairperson of the Council
The Academic Council shall, at its first meeting of the year, elect from its current elected membership a Chairperson for the ensuing year. The term of office is fixed for one year. The functions of the Chairperson are:

a. To serve as presiding officer during the course of Council meetings and to enforce the operating procedure adopted by the Council. In the absence of the Chairperson the Council shall designate a substitute from its membership, ex officio or elected.

b. Serve as its official representative to outside groups.

c. With the Executive Secretary establish the agenda for the meetings.

7. Position of Executive Secretary
The Executive Secretary is elected from the elected membership of the Council. The Executive Secretary is responsible for the following: (a) implementation of the actions of the Council; (b) arranging meetings of the Council and of the Council’s Executive Committee, and, in conjunction with the Chairperson, establishing the agenda; (c) communicating the work of the Council to the President and the General Faculty; (d) distributing Council-approved minutes to all members of the General Faculty; (e) overseeing committees of the Council; (f) designating the Recording Secretary before the next meeting of the Council; (g) whatever other executive function the Council may delegate.

At the Academic Council Meeting on 10/5/2009, a MOTION to approve the above amendment to the Faculty Handbook FAILED: 5 in favor, 12 opposed (5-12-0).
RE Agenda item 3. See page 18 of the 11/20/2009 GF Meeting packet:

**MOTION 3.** That the Academic Council Chair and Executive Secretary, together with the General Faculty Secretary, meet with the Senior Vice President for Academic Affairs at least once a month. The meetings should take place before the agenda is prepared for upcoming Academic Council meetings. Topics for discussion should include but not be limited to possible Academic Council agenda items, as well as how best to address issues that arise within the governance structure of the university.

At the Academic Council Meeting on 10/13/2009, the MOTION above PASSED: 13 in favor, 2 opposed, 1 abstention (13-2-1).
RE Agenda item 4. See page 25 of the 11/20/2009 GF Meeting packet:

**MOTION 4.** That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended at I.D.3, added language proposed for amendment in **bold**; excised language in *strikeout*:

Each School’s faculty shall determine its own structure of governance, subject to the approval of the **University President** Board of Trustees. The faculty of a School or the University President Board of Trustees may propose amendments to a School’s initial governance document. All amendments must be accepted by both the University President Board of Trustees and the faculty of the School in question.

At the Academic Council Meeting on 10/13/2009, the following MOTION PASSED with 12 in favor, 0 opposed, and 3 abstentions (12-0-3).

**MOTION.** The AC recommends that the General Faculty approve that the *Handbook* be amended to give authority for the approval of the governance documents of schools to the President of the University.
RE Agenda item 5. See page 27 of the 11/20/2009 GF Meeting packet:

**MOTION 5.** That the General Faculty approve the following amendment to the *Faculty Handbook*: At I.C.b.9, first paragraph, added language proposed for amendment in **bold**; excised language in **strikeout**:

Four members elected from the faculty with three year overlapping terms, and two students elected by the Student Legislature. **The Vice-President for Marketing and Communications and** the Director of the Quick Center for the Arts shall be **non voting ex officio** members.

At the Academic Council Meeting on 10/13/2009, the **MOTION** below PASSED with 13 in favor, 0 opposed, and 1 abstention (13-0-1).

**MOTION.** The Academic Council recommends the General Faculty approve the following amendment to the *Faculty Handbook*: At I.C.b.9, first paragraph, added language proposed for amendment in **bold**; excised language in **strikeout**: Four members elected from the faculty with three year overlapping terms, and two students elected by the Student Legislature. **The Vice-President for Marketing and Communications and** the Director of the Quick Center for the Arts shall be **non voting ex officio** members.
RE Agenda item 6. See page 34 of the 11/20/2009 GF Meeting packet:

**MOTION 6.** That the General Faculty approve the following proposed text to replace the language of the *Faculty Handbook* regarding the purpose and duties of the Salary Committee in section I.C.b.13.

**General Purpose**
To engage annually in collegial discussions regarding faculty salary and benefits with an administrative team appointed by the President.

**Specific Duties**
i. to start collegial discussions with the administrative team by October 1 of each year with the shared goal of reaching agreement on a Memo of Understanding to present to the General Faculty for approval.
ii. to review the Benefits Plan Overview for Full-Time Faculty, recommending changes to the General Faculty as appropriate.
iii. to review the text of the annual contract letter before it is sent to faculty.

**Current text is below:**
**General Purpose**
To receive and make specific recommendations each year to the appropriate administrative officers regarding faculty salaries and other wage benefits.

**Specific Duties**
i. to keep under continuous review the whole question of faculty salaries and scale.
ii. to keep abreast of available fringe benefit programs relating to matters such as retirement, health insurance, life insurance, education for dependents, etc.

At the Academic Council Meeting on 11/2/2009, the **MOTION** below **PASSED**: 10 in favor, 1 opposed, 0 abstentions (10-1-0).

**MOTION.** That the AC recommend to the GF that it approve the following proposed text [as stated above] to replace the language of the *Faculty Handbook* regarding the purpose and duties of the Salary Committee in section I.C.b.13.
Appendix 2

A ROADMAP TO THE REVISED GOVERNANCE PROPOSALS
SUBMITTED BY THE ACADEMIC COUNCIL SUBCOMMITTEE ON GOVERNANCE

Five New Proposals

The subcommittee recommends that the Handbook be amended to add the Vice-President for Marketing and Communications as an ex officio nonvoting member of the Public Lectures and Events Committee.

The subcommittee recommends that the Handbook be amended to give the authority for the approval of the governance documents of schools to the President of the University.

The subcommittee recommends that the Academic Council establish a subcommittee to formulate a Handbook amendment that formalizes the current practice of Handbook committee chairpersons sitting as nonvoting members on comparable committees of the Board of Trustees, considers the relationship of these chairs with the Committee on Conference with the Board of Trustees, and notes their responsibility to report, when appropriate, to the Academic Council and the General Faculty.

The subcommittee recommends that the Academic Council establish a subcommittee to consider the value of folding the work of the University Council into the Student Life Committee.

The subcommittee recommends that the Academic Council pass a motion that requests the University President to add the chairpersons of the Salary Committee and the Educational Planning Committee to the membership of the University Budget Committee.

Two Revised Proposals, with an Explanation of the Revisions

The subcommittee recommends that the Handbook be amended to extend voting privileges at the Academic Council to the Secretary of the General Faculty and the Senior Vice-President for Academic Affairs.

Change: The previous proposal also called for the extension of administrative voting privileges to two Academic Deans. This revised proposal does not.

The subcommittee recommends that the Handbook be amended to authorize an Executive Committee of the Academic Council composed of the Council’s Chairperson, the Council’s Executive Secretary, the Secretary of the General Faculty, and the Senior Vice-President for Academic Affairs. The task of the Executive Committee is to plan the agenda for meetings of the Council. The dialogue that ensues in meetings of the Executive Committee also will provide an opportunity for faculty leadership and the SVPAA to identify and solve problems that can be adjudicated informally.

Change: The previous proposal also called for the addition of a second, senior academic administrator to the Executive Committee of the Academic Council. This revised proposal does not.