



FACULTY SENATE MINUTES

Thursday, September 1, 2022

In attendance: Speaker: Ott Walter; Communications Director: McDonnell; Art, Design, & Art History: Rooker; Accounting: Bailey (proxy); Biology: May; Chemistry: Kokhan; Comm. Sci. and Disorders: Timler; Comm. Studies: Dupal (proxy); Comp. Inf. Systems & Bus Analytics: Wang; Computer Science: Kirkpatrick; Early ELED & Reading: Mathur; Economics: Doyle; Edu. Found. & Exception: Brown; Engineering: Morton; English: Lo; Finance & Bus. Law: Parker; Foreign Languages: Lang-Rigal; Geol. & Environ. Science: McGary; Grad. Psych: Kielty; Hart School of HSRM: Hallmon; Health Professions: Goetschius; Health Sciences: Khan; History: McCleary; IDLS: Chamberlin; Integrated Sciences: York; Justice Studies: Watkins; Kinesiology: McKay; Learning Tech. & LE: Wilcox; Libraries: Price; Management: C.K. Lee; Marketing: Ozcan; Math & Stats: Nelson; Media Arts & Design: Mitchell; Mid, Second, & Math: Shoffner; Military Science: Chandler; Music: Suggs; Nursing: Buchanan; Phil. & Rel.: van Leeuwen; Physics: Butner; Political Science: Lubert; Psychology: Melchiori; Social Work: Hunter; Soc. & Anth.: Spear; Strategic Leadership Studies: Vanhove; Theatre & Dance: Finkelstein; Writing Rhetoric & Tech Comm: Hickman; Part-time Faculty Reps: Harlacker, Trocchia; Guests—Coltman, Shackelford, Larson, McClain, and others.

- I. **Call to Order**—3:55 p.m.
- II. The April/May meeting minutes were corrected and approved.
- III. **Provost's Report**—Dr. Heather Coltman
 - Nick Swartz will serve as the Interim Dean of the School of Professional and Continuing Education.
 - As part of the renewed emphasis on mental health awareness, all employees will undergo training through Kognito, due by 10/1/22.
 - The provost met with the speaker and the marshal to discuss concerns about the Resolution Regarding Transparency and Accountability of A&P Appointments. The provost identified the following concerns to the senate: a) lack of an author's signature on the resolution as a possible procedural issue, and b) information in the resolution as a potential breach of confidentiality by the search committees that may, consequently, warrant investigation. The provost noted the importance of the senate's ability to facilitate decision-making and discuss procedural rules.
 - Despite an uptick in COVID cases and absences, absence policies haven't changed. Faculty should continue to set their own policies. There's no university dictate, but faculty should be as understanding as possible. There's no special set of exceptions for COVID-related absences. Students should reach out to instructors to determine the best course of action. The Dean of Students office won't be able to send out a message, but there's a sick note for students to fill out and give to the instructor. We cannot require quarantine or isolation, but everyone is strongly encouraged to follow VDH guidelines.

- IV. **Speaker's Report**—Dr. Katherine Ott Walter invited guests to address questions about the recent pay increase.
- Rick Larson and Jason McClain provided the following explanations:
 - Most instructional faculty are 10-month employees whose contract period runs from 8/25 to 6/30. Compensation earned during the 10-month contract period is paid over 12 months to maintain benefits during July and August. The 10-month pay received during July and August was earned before the effective date of the pay increase (7/10/22). When a pay increase happens, instructional faculty are paid the new salary beginning the first contract workday (8/25), which will be reflected in the 9/16 paycheck.
 - Faculty and non-faculty may have received the raises at different times because of their contract status (10 month versus 12 month).
 - McClain will investigate why the pay increase for eligible adjunct faculty is effective as late as 9/25 and not on their actual first contract workday (i.e., the start of the semester) as it is for all other faculty. He'll also look into the question of whether October's paycheck for eligible adjunct faculty would retroactively include the 5% increase for the contract period between 8/25 and 9/24.
 - When such matters arise in the future, an email will be sent out clarifying and linking to FAQs.
 - Larson will check into and follow up about ALICE, which reports economic injustices.
 - The current economic pressures are contributing to high turnover rates for the cadre of employees on the lower end of the payscale. The university is looking into raising the base rate.

V. Treasurer's Report

- Treasurer Cathy McKay reported a total of \$12,546.35 in the Senate's accounts.
- As treasurer, she handles bereavement requests for faculty family members who have passed away. Remind your units that this is a service offered. The [form](#) is available on the Faculty Senate website. While anyone can fill out the form, you as the faculty senator are typically the point person.
- Senate dues are due by the October meeting. Let your department know that each full-time faculty member is expected to contribute \$5. (Last year's \$10 amount was for two years due to the pandemic pause.) The Senate's account cannot be linked to Venmo, though senators may use Venmo as their collection method. Send one lump-sum check (payable to JMU Faculty Senate) to Cathy McKay via campus mail at MSC 2302, or arrange to deliver directly to Cathy in person in Godwin 316. Cash will be accepted only if delivered in person. Please make a good-faith effort to collect all dues.
- The computer lottery opens on September 8 (email coming soon).

VI. Committee Reports

- A. Faculty Concerns—Chair Kristen McCleary announced that the committee will meet next week. Their current focus is workload equity. If there are other concerns, email the chair (mccleakl@jmu.edu)

- B. Academic Policies—Chair Hala Nelson announced that the committee will meet on 9/22. They will focus on the items carried over from last year and new items brought forward this year.
- C. Adjunct Affairs—Chair Leslie Harlacker is working on setting up the meeting schedule. The committee will review the adjunct survey results in light of the climate study. They are also partnering with Faculty Concerns on workload. The fall cycle of professional development funds for adjuncts is getting started. The application is short.
- D. Student Relations—Chair Kala Melchiori set the first meeting for next Thursday. Reach out if you're aware of emergent student concerns.
- E. Budget & Compensation and Government Relations—Chair Harold Butner will meet with the committee later in the month.
- F. Faculty Appeals—Chair Talé Mitchell noted that the committee, which consists of one faculty member from each college, handles tenure and promotion appeals. She's working on creating a submission form similar to the bereavement form.
- G. Nominations and Elections—Chair Melanie Shoffner distributed a Robert's Rules of Order cheat sheet. She encouraged senators to share information about the upcoming Faculty Senate mini-grants. Information is coming soon. The proposal submission deadline is 11/8.

The following committees external to the senate still need senate representation: Committee on Academic Programs, Engaged Learning Team, Academic Admission Standards Committee (fall only), Restricted Programs Advisory Group, Media Board, and the Provost's International Student Recruitment Committee.

VII. New Business

- The Resolution Regarding Transparency and Accountability of A&P Appointments has been referred to the Academic Policies and Faculty Concerns Committees for further discussion.

VIII. Unfinished Business

- The Senate Motion on Non-Academic Administrative Bloat, Adjuncts, Compensation, Mission Creep was tabled until the October meeting.

IX. Open Discussion

The following matters were raised:

- The provost indicated problems with the meeting structure and Robert's Rules.
 - We'll be following Robert's Rules except where the bylaws provide modifications. There are some discrepancies between Robert's Rules and what we have done historically. There's a new 12th edition of *Robert's Rules of Order*, which we'll adhere to.
- Clarification is needed about the Resolution Regarding Transparency and Accountability of A&P Appointments being sent to committee.

- New business can't be brought forward at a special meeting unless specified on the agenda. The resolution is complicated, so it needs further discussion in committee.
- How do senators consult with their department colleagues on senate business?
 - Methods vary. Some people collect feedback through department meetings, survey, email, or "water cooler conversations."

X. Adjournment: 5:09 p.m.