Faculty Senate Steering Committee  
Meeting Minutes  
September 11, 2012

Present: Joan Shapiro (Pres), Mark Rahdert (Vice Pres.), Tricia Jones (Secy.), Paul LaFollette (Past-Pres.), Kurosh Darvish (Engr), Jeffrey Draine (SSW), Deborah Howe (SED), Michael Jackson (STHM), Chip Jungreis (TUSM), Stephanie Knopp (Tyl), Jim Korsh (CST), Michael Sachs (CHP), Catherine Schifter (Educ), Joseph Schwartz (CLA), Jeffrey Solow (BCMD), Karen Turner (SMC), Doug Wager (TFMA), David Waldstreicher (Fac. Herald), Cheryl Mack (Coord.)

Absent: Forrest Huffman (FSBM), Michael Jacobs (Pharm), Steve Newman (Fac. Herald), David Sonenshein (Law), Leona Sperrazza (Dent.)

1. Call to Order:
The meeting was called to order 1:02pm.

2. Approval of Minutes:
Minutes were moved, seconded and approved with one correction.

3. President’s Report:
Joan Shapiro asked Michael Jackson (STHM) to speak about the FRESH brunch on October 30th, 11:00am-1:00pm, MBA Commons 7th floor, Alter Hall. People invited to the event will include the President, Provost, members of FSSC, collegiate assembly chairs, Deans, recipients of the awards, and last year’s awardees. We will be staying with criteria from last year for selection of recipients. Recipients must be a current faculty member. Dress will be business casual. Food is being arranged.

David Waldstreicher (CLA) mentioned that CLA is the largest college and having only one person awarded from CLA may not be fair and may contribute to the difficulties in asking faculty from larger colleges to do service. This would also apply to Health Sciences. One suggestion may be to change to having so many awards available for number of faculty in a school/college/division. Joan said she will meet with Provost Dai tomorrow and discuss this. Due to short time periods the suggestion was to move forward with the same process as last year and that revisit this issue for next year’s awards. If there are conflicts with the explanation of the awards Michael and the executive committee can check to insure consistency. It was also discussed that we get the calls for nominations and awards out earlier and clarify criteria and decision processes in general and in specific units. The intention is to make this an annual event.

We have agreed to add to the letter to the Dean’s that they are required to send a PDF, e-version of their award recommendation letter to the faculty Senate so we can post them on the web site and give copies to recipients.

There will not be an FSSC meeting on October 30th since FSSC members are expected to be at the FRESH brunch.

4. Vice-President’s Report:
Vice-President Mark Rahdert reported that we only have 2 expired positions to fill on Personnel Committee. One candidate had to withdraw from consideration due to family health issues. Another candidate from Engineering has volunteered to be considered. No action was taken on formal appointment of members to the Personnel Committee.

The International Programs Committee has two members with terms who have expired. They have both written asking if they can continue their service on this committee. Last year the FSSC decided that for people signing up for another term on those committees they did not need to supply a statement
and a CV. A question was raised about whether we can monitor people’s participation level before automatically reappointing them. Cheryl Mack, Faculty Senate Staff suggested that we may want to have a meeting for committee chairs and clarify protocols for reporting and monitoring. Terms are three years and as a result there may be some concern on automatic reappointment. It may be good to formalize a mechanism by which committee chairs can know when and how to report on committee member performance.

A motion was put forward and seconded that: "**If an active member of a committee has had their CV and statement vetted by FSSC once they do not need to resubmit it for reappointment.**"

After discussion the motion passed with a vote of 18 in favor, 1 opposed, no abstentions.

UTCAP is short 2 positions, Representation from across the university is important. Fox, CLA, Education, CHPSW, SMC, and SSW would be schools that could ideally recommend people to serve. Faculty need to be tenured and full professors to serve on UTCAP.

Joan Shapiro added that there are some additional vacancies that we will be discussing on Board of Trustee committees. These are not faculty senate committees; we can recommend but the Board of Trustees decides. We put forward Jeremy Jordan and Michael Jackson to serve on the Athletics committee. We have asked the current chair of the Senate Budget Review Committee (Rafael Porrata-Doria) to be recommended for the Budget Committee of the Board. We reiterated that we have previously discussed with the Board that there not be a member on the Development Committee because those committee sessions are held as “Board-only” meetings.

5. Guest, Senior Vice-Provost for Faculty Affairs and Faculty Development, Diane Maleson

Diane Maleson explained that her position originally created after a contentious strike in 1990. Diane sees her role as providing voice and support for the faculty. That is a significant part of the job for her. The other part is to do a comprehensive review of all personnel related actions that affect faculty (e.g., contract renewal, tenure and promotion, etc.).

The AROFA (Annual Report of Faculty Activity) (as opposed to FAR – Faculty Activity Report required by state) is mandated by contract for faculty to get a small percentage of pay raise each year. Faculty must complete the online AROFA form to receive this pay increase and to apply for merit. Stephanie Knopp (Tyler) mentioned that there are still some difficulties with putting your files on the AROFA system. Diane responded that we could ask the computer tech folks to revisit and improve the site. The possibility of convening an ad hoc task force to explore this was suggested.

Joe Schwartz (CLA) suggested that at some point in the future we should have a conversation about the nature of the university faculty composition. He continued that there are a lot of faculty teaching GenEd that are lecturers. Diane agreed. The Provost has approved 82 new tenure track faculty hiring positions. Doug Wager (TFMA) mentioned that GenEd would like to have more TT faculty teaching but the problem of serving majors mitigates against that. Tricia Jones (Educ) mentioned that all GenEd hiring and staffing decisions are made by deans and department chairs not GenEd administration. Diane reminded FSSC that the GenEd program is scheduled for a full program review this year.

Joe Schwartz (CLA) asked about the UTCAP process of deciding only on dissensus cases and Diane confirmed that the dissensus case policy for UTCAP is in the contract.

David Waldstreicher (CLA) asked whether merit distribution changed after discussion of merit difficulties last year. Diane mentioned that she was not aware of that but she mentioned that there will be a separate pool for NTTF merit this year. Paul mentioned that the presidential guidelines suggest merit should be for teaching, scholarship and service. Paul asked whether there is a review of whether colleges are doing this. Diane said that each college has different standards and uses of merit.

Karen Turner (SMC) raised an issue of incivility and being fearful of a student. Karen gave a circumstance and said she realized that faculty are not well supported in this. She specifically mentioned that she is concerned about whether this is more targeted at women, minority, adjuncts and NTTs – faculty without as much power as other majority, tenure track and/or tenured faculty. Diane indicated that she was aware that there were issues and she has asked Cameron Etasodi (University Counsel’s office) to
help with faculty side when one of these issues occurs. Diane reaffirmed that she was there and willing to act on behalf of faculty.

The topic of student intimidation, incivility and threatening behavior generated a great deal of discussion. Tricia Jones (Educ) mentioned that there is a student code of conduct and that there should be reference to disciplinary action on this issue. And we should remember that these are workplace violence issues that affect students as well as faculty. We need to be dealing with this as a larger issue. Some suggested that we have a point person in each college to help faculty with these situations. There is a critical need to have the Faculty Senate take this on as more of a faculty issue. Nora Alter suggested that this problem becomes more serious at times when this is off campus or in a remote Temple location (e.g., Los Angeles). The general consensus at the end of the discussion was that FSSC should talk more about how best to take action for this.

6. Guest, Nora Alter (TFMA):

Nora Alter raised some issues about the transition of units into the combined ARTS school created by the reorganization last spring. Theater and Film are unclear about their status as units and how to have representation and reporting access. There also seems to be discussion about whether there will be Directors for Boyer and Tyler or Divisions. There is anxiety and confusion about how these decisions will be made and how efficiency and clarity of process can be protected. Jeffrey reported that the CA decided last meeting to form a committee to advise Dean Stroker about how well to deal with this issue. Mark Rahdert suggested and Jeffrey Solow (Boyer) moved: **FSSC form a subcommittee that would have one member from each of the affected units from TFMA and Arts programs and have them identify issues and report back to FSSC.** The motion was seconded and unanimously approved.

Paul mentioned that he is concerned there continues to be a dependence on services with TFMA from SCT/SMC. Doug Wager and Nora Alter mentioned that SMC staff have been wonderfully helpful. Paul LaFollette volunteered to serve on that suggested subcommittee.

7. Adjournment:

It was moved, seconded and unanimously approved to adjourn at 3:16pm.

Respectfully Submitted

Tricia S. Jones
Secretary, Faculty Senate