

Minutes of the Academic Senate

September 9, 2010

1. The meeting was called to order by Chairperson Steve Cortright at 3:00 p.m. on September 9, 2010. Roll was called and the following Senators were present: Chair Steve Cortright, Vice Chair Tomas Gomez-Arias, Past Chair Tom Poundstone, Keith Ogawa, Michael Barram, Laura Heid, Joan Peterson, David Bird and Parliamentarian Joseph Zepeda. Absent was Sam Lind, as it was the Jewish Holiday Rosha Hashana.

Also present were: Sam Agronow, Interim Dean Jerry Brunetti, S. Jamila Buckner, Liz Burns, Jeff Cook, Dick Courtney, Provost Beth Dobkin, Dean Tom Carter, Laurie Edwards, Monica Fitzgerald, Zach Flanagan, Colette Fleuridas, Cynthia Ganote, Larisa Genin, Rosemary Graham, Sandra Grayson, Charles Hamaker, Robert Henderson, Brother Charles Hilken, Chris Jones, Ann Kelly, Dean Zhan Li, Elaina Rose Lovejoy, Lisa Manter, Sue Marston, Mary McCall, Tom Poundstone, Mike Riley, Kathy Roper, Jim Sauerberg, Deepak Sawhney, Associate Dean Chris Sindt, Vice Provost Frances Sweeney, Interim Dean Roy Wensley, Claire Williams, and Dean Steve Woolpert.

2. Minutes of the August 24, 2010 meeting were approved as submitted, with one abstention.

REPORTS

3. Chairperson's Report – Chair Cortright submitted a written report (copy attached). In summary: An open position remains on the Senate for a School of Economics and Business Administration representative. Monica Fitzgerald has agreed to fill an open position on the Faculty Welfare Committee for the 2010-11 academic year. Chair Cortright has assumed the Senate liaison position on the Undergraduate Educational Policies Committee. He is pursuing the appointment of faculty to the Library Committee.

4. Provost's Updates – Provost Dobkin had no report. Past Chair Poundstone asked about the restoration of the retirement contribution. She responded that analysis of increased revenue and expenses associated with record enrollments is on-going; however, reinstating retirement contributions is a matter of urgent concern among the membership of the College Budget Committee and the Cabinet.

5. Faculty Welfare Committee – Chris Jones reported that the FWC is currently discussing two issues: a new faculty salary policy and the status of adjunct faculty. The return of the pension contributions is the number one priority. In 2008/09 the pension contribution was reduced from 8.25% to 2% and it remained the same for 2009/10. For 2010-11 it has been increased to 3%. The five-year budget projection has the contribution rate rising to 5% for 13/14 and 14/15. According to Academe, of 1136 reported institutions, 75% had no change to the retirement benefits and 7% had a decrease of 2% or more. Chris Jones reported that a written report will be distributed to the faculty. He continued that even if pension contributions were to return to 8.25% for next year, many would have to work an additional 2-3 years to compensate for the loss, which will continue to compound over the years. The SMC faculty are top heavy and reducing pensions will add to the problem. The effect of compounding will have an even larger impact on the younger faculty in the long term. The FWC intends to bring forward a resolution to the Senate that the College immediately restore the pension contribution, possibly with an increase to 10%.

When asked about the status of health benefits for next year, Chris Jones said the status is not yet known, but the FWC is hopeful there will only be a mild increase.

6. Core Curriculum Implementation Committee (CCIC) – Zach Flanagan reported on two major activities currently underway. The CCIC is holding a series of lunchtime drop-in sessions, as well as an online forum, for faculty response to the draft versions of the learning outcomes from the spring subcommittees on Shared Inquiry and Social, Historical and Cultural Understanding. Faculty input is requested. The goal is to forward outcomes language currently under review to the UEPC in October, and thence to the Senate. The second activity currently underway is the formation of the four new faculty subcommittees which are in the process of researching and writing outcomes for: Artistic Understanding, Common Good, Written and Oral Communication, and Mathematical and Scientific Understanding. He encouraged faculty with a particular interest to contact him. Chair Cortright commented that the work of the committee is superbly organized.

OLD BUSINESS

7. Resolution in re: GPSEPC Memorandum of March 16, 2010: Creation of a Vice Provost for Graduate and Professional Programs – Chair Cortright introduced the resolution regarding the creation of a position on the order of Vice Provost for Graduate and Professional Studies. The Executive Committee of the Senate brought the resolution forward in order to bring the matter to a vote expeditiously, as discussion of the issue at the Senate meetings held in April and May of 2010 indicated a lack of agreement regarding the job description and the title of the position. A MOTION was made by Senator Bird and SECONDED by Senator Peterson to adopt the following resolution:

WHEREAS in its April 22 and May 13, 2010 meetings, the Academic Senate discussed the GPSEPC's proposed memorandum to the Provost, recommending creation of the position, Vice Provost for Graduate and Professional Studies: a position parallel to that of Vice Provost for Undergraduate Academics in the matters of strategic, programmatic and accreditative assistance to the Provost, but divergent in its focus on student services, advocacy, and recruiting; and

WHEREAS the Senate acknowledges that the College ought to adjust its administrative structure to respond to growth in the size and number of graduate and professional programs; and

WHEREAS the Senate acknowledges that Saint Mary's College ought to provide appropriate support services for graduate and professional programs; and

WHEREAS the Senate is in receipt of the Provost's explanatory memorandum (May 8, 2010) and draft job description (April 30, 2010); but

WHEREAS, nevertheless, the Senate continues to hear objection, viz.: that the job description of the position is merely formulaic; that "vice provost" constitutes an *ad hoc* innovation, inessential to the provost model of governance duly adopted by the College in consultation with the Senate; that the functions, actual and proposed for the position "vice provost" seem to come short of the common implications of the title;

THEREFORE, BE IT RESOLVED: the Chair of the Academic Senate shall commit the Senate Past Chair and the Chair of the GPSEPC:

(1) to draft, in concert with the Provost or the Provost's designee, an appropriate Handbook description of the position supposed by the GPSEPC's memorandum of March 16, 2010, and more closely sketched in the Provost's draft of April 30, 2010;

(2) to propose, in consultation with the Handbook counsel, Jim Sauerberg, such changes to the wider Handbook as may be implied by the product of section (1) above;

(3) to present the results of sections (1) and (2), as a resolution for the Senate Agenda under New Business, no later than the Executive Meeting of November 2, 2010.

Past Chair Poundstone asked if the charge would also include the consideration of the title of "Vice Provost." Provost Dobkin also asked if the group could propose to change the job description she provided. Chair Cortright answered that it is the intent of the resolution to form a subcommittee with the GPSEPC Chair Laurie Edwards, Past Chair Poundstone, and Provost Dobkin or her designee to write detailed Faculty Handbook language (to be reviewed by Jim Sauerberg) and to return a resolution to the executive committee by November 2nd at the latest. The group's charge would be to review the recommendation as proposed, including the information and job description provided by the Provost last spring. Past Chair Poundstone asked if other members of the Senate would join the subcommittee, at which time Chair Cortright offered his assistance, as well as Senator Ogawa. Jim Sauerberg suggested that the subcommittee also consider the cost of an additional administrative position in its deliberations. Provost Dobkin explained that she is attempting to get greater faculty understanding and involvement in positions which aren't always part of faculty deliberations. An outstanding question from the discussions last spring referred to what the Handbook says about the existing position of vice provost of undergraduate academics. Some of the work that needed to be done in order to clarify the positions in the Handbook has been done: the job descriptions for the Vice Provost for Undergraduate Academics and the Vice Provost for Student Life have been revised.

A roll call vote was taken on the motion to adopt the resolution as follows:

Tomas Gomez-Arias	Yes	Laura Heid	Yes
Tom Poundstone	Yes	Joan Peterson	Yes
Keith Ogawa	Yes	David Bird	Yes
Michael Barram	Yes	Steve Cortright	Abstain

The motion was approved by a vote of 7-0- with one abstention.

Reports and Business were completed at 3:35 p.m., and the meeting was adjourned until 4:45 p.m. when the new faculty were scheduled to be introduced.

NEW BUSINESS

8. New Faculty Introductions - Chair Cortright reconvened the meeting. He asked those present to introduce their new colleagues.

Provost Dobkin introduced Zhan G. Li as the new Dean of the School of Economics and Business Administration.

Dean Li introduced three new faculty:

- Cathy Finger, Accounting
- Gregory Merrill, Accounting
- Nancy Lam, Graduate Business

Dean Woolpert introduced four faculty:

- Elena Songster, History
- Claire Williams, Kinesiology
- David Quijada, Ethnic Studies
- Elizabeth Burns, Integral

Interim Dean Jerry Brunetti introduced three faculty:

- Jeff Cook, Graduate Counseling

- David Krapf, Single Subject and Special Education
- Jenny McGuire, Teachers for Tomorrow

Interim Dean Roy Wensley introduced Jeannine Stamatakis, Psychology.

The meeting was adjourned to the New Faculty Reception at 5:00 p.m.

Respectfully submitted,

Cathe Michalosky
Faculty Governance Coordinator

Chair's Report
Academic Senate General Meeting
Thursday, 9 September 2010

Announcements

Senate Membership

In my 24 August, 2010 report to the Senate, I noted that Professor Larissa Genin had declined appointment to the Senate's SEBA seat, owing to the press of her continued involvement in the administrative transition to the School's new Dean, Dr. Zhang Li. I undertook to fill the seat in time for the 9 September 2010 General Meeting. Since 24 August, I have approached every tenured member of the School who meets the following criteria: is (1) qualified *prima facie* under Handbook 1.6.1.1.4., and is neither (2) coming off 2009-10 membership on a "high-workload" (e.g., Rank and Tenure, UEPC) faculty committee, nor for AY 2010 – 11 is (3) already elected or appointed to any Senate/faculty committee. Each of the group of five that meets these criteria has declined appointment. Two other members of the tenured SEBA faculty, whom I approached *ad hoc*, have also declined. I am now in process of contacting the members of the (somewhat larger) group of SEBA faculty who are (1) qualified *prima facie*, are (2) not coming off "high-workload" assignments from 2009-10, but are (3) presently elected or appointed to Senate/faculty committees not designated "high workload."

Committee Memberships

Please join me in welcoming Professor Monica Fitzgerald (Liberal and Civic Studies) to the seat for an untenured member on the Faculty Welfare Committee.

In view of the close communication on implementation of the, "Model 1," core curriculum, initiated among the Chairs of the Senate, the UEPC, and the CCIC, on Academic Planning Day (and on-going), it seems redundant to name a further liaison Senator to the UEPC; I shall therefore assume those duties. I shall also resume the Chair's *ex officio* seat on the Campus Facilities Planning Committee.

I am seeking a tenured member of the graduate faculty to fill a seat on the Library Committee, in this, a year when that committee will pursue planning for a new library building, and may play a leading role in the search of a new Dean for Academic Resources and Director of the Library. Interested ranked—not necessarily tenured—members of the graduate faculty are cordially invited to apply.

Remarks on the Agenda for 9 September, 2009

Reports

First, I would call the attention of Senators and the faculty at large to the report from Chris Jones, Chair, Faculty Welfare Committee. This report will come without advance text, owing to the late development of some of the data on which it depends. It will be concerned with the state of College contributions to TIAA-CREF—the retirement plan—with the troubling implications of the on-going reduced contributions (please the Chair's Report for 24 August, 2010: Prospectus I, p. 2), and with Committee's plan for addressing the issue. This report touches on a present, serious erosion of faculty welfare.

Second, I would call the attention of Senators and the faculty at large to the report from CCIC Chair, Zach Flanagan, which will outline CCIC's on-going designs for introducing faculty to the first group of four Core learning goals and their associated, newly drafted, outcomes, and may also offer an initial assessment of the success of "drop-in conversations" with faculty. The first set are scheduled between 11:30AM and noon (9/7) or 1:30PM (9/8 – 9/10) in the faculty dining hall, on the draft *Shared Inquiry* and *Social, Historical, and Cultural Understanding* outcomes. Please recall: the outcomes are addressed to the faculty as guides for formulating the curricula, and some extra-curricular pursuits, that students may offer in fulfillment of Core requirements. As they must shape what will be, emphatically, common among Saint Mary's undergraduate, educational works, they ought also to be, most emphatically, the objects of diligent, common examination

Old Business

The Executive Committee judge that Senate deliberations (cf. Minutes, General Meetings of 22 April and 13 May, 2010, nos. 14, pp. 9–10, and 17, pp. 7–8, respectively) over whether to endorse the March 16, 2010 memorandum of the Graduate and Professional Educational Policies Committee *in re*: "Proposal to Create a Vice Provost for Graduate and Professional Programs," have, at length, determined conditions necessary to bring the matter to a vote. The resolution offered by the Chair (with the able assistance of the Past-Chair) under Old Business aims to meet those conditions: (1) a position description in Handbook language; (2) an account of changes in the Handbook that would be consequent on the addition of the position so defined—however it may be titled. Past Senate deliberations suggest that, (1) and (2) in hand, Senators should be able—and, so, willing—to resolve, on the merits, the sorts of fundamental, dispositive questions which have been raised by Senators and the faculty at large: Why are the Deans—*viz.*, of SOLA, SEBA and KSOE—not already (in principle, if not in fact) that "voice in the institution's major decision-making bodies" desired (for strategic, advocacy, and symbolic reasons alike) by the GPSEPC? Should the College rather re-think the role of Deans than attach the title "Vice Provost" to two (largely) heterogeneous baskets of functions? Would the meaning of the GPSEPC's arguments be altered were every instance of "Vice Provost" replaced by "Dean of Graduate and Professional Programs"; that is, is the memorandum an implicit call for a retreat (perhaps a phased retreat) from the "vertical" integration of graduate and professional and undergraduate programs, in Schools, under Deans responsible for the School *in toto*? Is this—or any—"administrative expansion" justifiable in the present budgetary climate?

For the more immediate purposes of the resolution (should it pass as drafted), I shall include, in the charge to the Senate commissioners, the Provost's Memorandum of May 8, 2010, with its supporting, detailed "Job Description: Vice Provost for Graduate and Professional Studies (DRAFT APRIL 30)" [both accessible at the Senate website under Academic Senate Agendas, 2009–10], and a subsequent summary draft (June 2010), which is appended by permission to this report.

Respectfully submitted,

S. A. Cortright, Chair
Academic Senate

Appendix

Vice Provost for Graduate and Professional Studies (June 2010)

The Vice Provost for Graduate and Professional Studies coordinates the activities of programs in graduate and professional studies in consultation with Deans and the Provost, providing strategic and operational support for policies and procedures related to graduate and professional education, including: recruiting, funding, and retaining well-qualified graduate and professional students, maintaining the student handbook, web site, and catalog, coordinating support among career services, housing, counseling, health center, and library, advancing the development of and support for hybrid and online education, overseeing the graduate and professional program review process, and assisting with WASC substantive change processes. The Vice Provost for Graduate and Professional Studies serves as the College liaison to Council of Graduate Schools, assists the Provost in developing industry and community relations through partnerships, research, and programming, facilitates the development of grant requests, academic centers and institutes, and interdisciplinary collaboration, and works with other Vice Provosts, Deans, and the Academic Senate in designing and implementing student policies, such as the Academic Honor Code and the Student Code of Conduct. The Vice Provost for Graduate and Professional Studies is tasked with bringing a College-wide perspective to graduate endeavors, supporting interdisciplinary activities and advocating for student services and best practices across the units of the College that support graduate study.