



**Faculty Senate Meeting Minutes**  
**Friday, Nov. 15, 2019**  
**Duke, Room 520, West Campus, 10:30 a.m. –2:00 p.m.**

1. **Call to Order:** Loren Martin, Moderator @ 10:30am

2. **Prayer:**

3. **Announcements:**

a. WCC salary data clarification

i. It appears that the previous salary data presented at previous meetings was faulty. There are issues with data collection that now need to be addressed. The data submitted to IPEDS will have to be retracted and resubmitted.

b. Full Faculty Meeting will be possibly rescheduled for the week of Dec. 2nd

4. **New Business:**

a. Conversation with Human Resources- Guests: Paola Martinez, VP of Human Resources, and Terri Dreschler, Assistant Director of Compensation and Benefits

i. Self-introduction: Worked for food service in corporate America; previous experience with APU.

ii. History: Historically, HR has supported staff in salaries, etc.; however, it has not covered compensation on the faculty side; Carrie and Haley will be moving to the HR reporting structure

iii. Integration: The aim is to now support faculty the same way that staff has been supported in the past. This will require integrating the two separate teams, but there are many details to be worked out, especially with a new provost search. Sorting out different philosophies and processes.

iv. Question: Will faculty compensation be handled through the HR process?

1. Answer: First, all faculty should feel comfortable approaching HR with any concerns. Second: on the staff side, a new, more robust compensation system is being developed. The issue of *equity* has not been handled well in the past; comparisons need to be handled more holistically, including (1) Years of service, (2) Total experience, (3) Skillset. **So far, this applies only to staff, and President's Cabinet will have to decide whether the same processes will eventually be applied to faculty.**

v. Question: Will we develop guidelines for how new faculty are paid?

1. Answer: HR is looking at integrating a "Faculty Compensation Specialist" into the department to advise on faculty compensation and recruitment.

vi. Question: Last year, benefits were cut in terms of retirement and health care. Will those be cuts ever be addressed or are they permanent?

1. Answer: Premiums did not go up this year. There is an ongoing conversation about whether or not retirement benefits will ever be restored.
- vii. Question: Are will still in a hiring freeze?
1. Answer: We never really were in a hiring freeze. We limited our hires to critical needs, but Paola prefers simply to say that we are being very careful about new hires.
- viii. Question: The past perception has been that HR does not work on behalf of faculty and takes orders from the administration. How do you perceive the orientation of your office? Whom do you really report to?
1. Answer: HR has not been as involved in faculty affairs in the past to any great degree, except in a supportive role on benefits. That was the culture of the past at APU. The future looks different. We haven't had an "HR Leader" at the VP level until now. "It's a different day today." It's going to be different, and the change has already begun.
- ix. Question: In view of state law, why has overload not been compensated properly and in a timely manner?
1. Answer: We are actively looking into that right now. Faculty need to be paid in a timely manner for overload. "Total Assets System" will show where things are in the workflow / approval process. This will make the system more automated and more visible. This system is reviewed twice a day internally by HR. Once overload is added to this system, the payments should be expedited.
- x. Question: Complaints and grievances are currently handled through the PARB system. But this system still needs an Ombuds element. Can you speak to that?
1. Answer: I have seen the Ombuds proposal, but this looks more like a role for an "HR Business Partner", as long as that person were focused on faculty relations. Such a person can function as an advisor to the employee in cases of complaints and grievances. This may not completely cover all the roles that an Ombuds program would, but it would be a significant improvement.
- xi. Question: We did not feel that we have had neutrality with HR in the past, to be completely honest, and that has promoted a culture of fear. How do you intend to address this?
1. Answer: I realize that HR has not been approachable. "We didn't deal with faculty issues." The fear that you speak of is cultural. She has worked with unions in the past, that were explicitly adversarial systems. Those sorts of fears and concerns start at the top--the CEO--and now that we have had a change of leadership with Dr. Ferguson, the future will look different from the past.
- xii. Question: It is not just a matter of top leadership. Some changes in top leadership have occurred, but little has changed in the multiple layers below that. Many faculty are concerned about how to approach a situation to bring resolution, but they don't know how. Generally, we want to avoid an adversarial system, but there isn't the trust to even get started sometimes. I think we genuinely need an Ombuds person.
1. Answer: We may still need one. But the "HR Business Partner" role could still be helpful.
  2. Input from another speaker: the Ombud really should be used first to insure neutrality.
  3. Paola: I don't disagree with any of those options. We may need to employ them all in combination. It's taken us many years to develop this current culture; it's

going to take some time to get out. But both I and Dr. Ferguson are committed to eliminating the angst and fear.

- xiii. Question: I'm concerned that you're calling attention to the new leadership. But even if you change all the personnel, we still seem to be under the "rule of men" rather than the "rule of law." We need processes that can guarantee fairness regardless of which individuals happen to be in a particular role.
  - 1. We are working on such processes.
  - 2. Response: It has been problematic that certain members of HR have intervened in the PARB process.
  - 3. Second Response: PARB is broken. It is being interfered with by the Provost and by elements in HR to insure a resolution that protects the university legally rather than seeking a just resolution for the faculty member.
- xiv. Question: We have experienced some difficulty in terms of staff hiring. Can you speak to that?
  - 1. Answer: Up until about a month ago, we only had one full-time recruiter to attempt to fill 60 open positions. That is not a realistic workload. Normal would be more like 14 open positions per recruiter. Unemployment is at 3% in California. And we are in the midst of revising processes. This has created a perfect storm. We have created more job titles and so many workarounds because we have lacked a leader. It has been an a la carte policy in the past. Now we finally have 2.5 recruiters, and so we can begin to address the issue, but it is going to take some time to work through the backlog. HR's budget has never included the numeric support required to find the right people.
- xv. Loren thanks Paola for her time.

b. Creative Writing Minor- [102819 UGSC Minutes](#)

- i. Question raised about a side-issue, since the same UGSC minutes that contain issues related to the Creative Writing Minor also speak to the elimination of the Admissions Council.
- ii. Senate expressed that when we shut down a curriculum committee at the UGSC level, we are violating the faculty handbook. We need to review which committees and councils are important. The process of updating the handbook will occur in the Spring.

Move to approve (E. Barron, C. Noble seconds, unanimous) Approved with no abstentions.

c. Office of the Provost Report- Assistant Provost Aurora Matzke

- i. Reminder: the President is taking recommendations for both an interim Provost and for members of the search committee.
- ii. Reminder: Handbook changes must be submitted to the Provost's Office by December 15th. They will need to be reviewed by the President in December before they go to the Board.
- iii. Adjust Hourly Pay: Chris Jennings and Aurora informed all chairs, directors, and deans of the change. There are many time-consuming bureaucratic steps required of chairs now in "Contract Creator" before hours can be registered in Kronos. A Course in Canvas will be made available to train supervisors, available between December 1 and December 15.

- iv. Kronos will go live on December 24th. This immediately follows the end dates of the adjunct contracts concluding on December 23rd.
- v. **December 20th is the last day that a new employee could be entered into the system in order to be populated in the Kronos system by Dec 24. It is crucially important to add new hires to the system before that date.** This only applies to completely new hires for Spring 2020.
- vi. We are taking every step to insure that we are not going to undercut the rate that we currently pay.
- vii. Clinicals in working will have to be worked out so that overtime is not triggered every time someone works outside the 8-hour workday.
- viii. Jen Buck is the senate liaison to communicate with adjunct faculty.
- ix. Question: What is the plan for creating the academic budget for 20-21? Many budget items have been eliminated in the past year, and we need to know if they will be returned?
  - 1. Answer: I don't currently have any control over academic budgeting. Most of the conversation I've heard so far is that we are on track for our admissions targeting. A lot of the academic budgeting will rotate around the overall health of our programs. Restorations of previous cuts are related to the Strategic Plan and to Theme Team #2.
  - 2. Response: We've previously had the CREV fellowship, application in October for the following academic year. This year there was no call for applications. Don Isaac oversees it, but did not give a clear answer as to its future. We don't seem to have anyone in faculty representing academic budgeting.
  - 3. Answer: All of these issues will have to be addressed in the Strategic Team, but the question relates to a complex situation involving a lot of history not privy to.
- x. Question: There is a lot of concern about compensation for overtime and faculty are often punished by receiving only half-time for overload, because they are not hourly employees.
- xi. Question: Provost Transition timeline?
  - 1. Answer: Interim announced in January, new Provost in place by July 2020. That is President Ferguson's preferred timeline. He knows that's an aggressive timeline, but he believes that it is important for stability. Carter-Baldwin has already been hired to perform the Provost search.
- xii. Question: As we're asked to nominate people for interim provost, what does the President have in mind for the provost to do?
  - 1. Answer: I don't want to speak for President Ferguson. However, it's clear that hiring decisions need to be made in Spring 2020 and WASC is on the way. And all that needs to be done in concert with the strategic plan.

**BREAK FOR LUNCH: 12:05pm**

- d. [Open Access Policy](#)- Shelley Harrell
  - i. Seeking pre-approval for an "open-access policy" that will provide research support for our students
  - ii. Shelley demonstrates University of Southern Mississippi's use of Bepress; their landing page is Aquila. This site allows faculty, staff, and students to browse all of the research that has been created by members of the academic community, including dissertations.

Move to pre- approve this proposal and bring to the councils for approval (E. Barron, D. Sadoughi (SON) seconds, unanimous) No abstentions.

- e. Professional Studies Council- Senate appointment of Steven Mann as Member at Large to PSC

Move to approve Steve Mann as member at large to the PSC (P. Cone, R. Vitz seconds, unanimous) No abstentions.

- f. Steering Committee- Ratification of Craig Bartholio as Secretary of the Steering Committee

Move to ratify Craig Bartholio as Secretary of the Steering Committee (N. Henk moves, D. Sadoughi seconds, unanimous) No abstentions.

- g. Administrator 360 Evaluations-

- i. Current flexibility with IDEA forms only allows for a boilerplate evaluation of Administrators, with only two custom questions allowed. The evaluation questions are too vague. It is possible to create an in-house survey but that also has its deficiencies.

Move that the Senate creates a short- term task force to examine the evaluation of deans and chairs moving forward. (C. Noble, P. Cone seconds, unanimous) No abstentions.

- ii. J. Morris will chair the task-force which will include L. Martin, S. Lafreniere, J. Buck.
- iii. Link to Information on the Administrator Feedback System:  
<https://www.ideaedu.org/Services/Leadership-Feedback-Systems/Feedback-System-for-Administrators>
- iv. Link to the Administrator Evaluation Form:  
<https://prod.iol3.org/s/sample/arf/3>
- v. Link to Information on the Chairs Feedback System:  
<https://www.ideaedu.org/Services/Leadership-Feedback-Systems/Feedback-System-for-Chairs>
- vi. Link to the Chairs Evaluation Form:  
<https://prod.iol3.org/s/sample/crf/1>

- h. December 6th Meeting

- i. Our last meeting of the semester will be December 6th; L. Martin suggests a Senate potluck. Suggestion: everyone put in a few dollars, and we can perhaps have something catered.

**5. Old Business:**

- a. [Ombuds pilot program](#)- review and discussion of proposal created in Spring 2018
  - i. Senate created an ad hoc task force to explore the Ombuds idea to deal with the lack of transparency in the PARB process.
  - ii. Ombuds provides confidential advice that cannot be subpoenaed and does not report to any boss in the administration and has training to examine a situation neutrally. The task force laid out the Ombuds program in proposal format, along with a procedure for launching it. It was approved by both Senate and Provost, and then it was lost in the wake of the crises of 2018-2019 budget concerns.
  - iii. Due to the many changes that have taken place, we need to see if it is still the will of the Senate to prompt the new president to consider this program.
  - iv. Discussion is tabled until it can be discussed with the president at the next meeting.
  
- b. Pam Cone would like to discuss two issues for the next meeting relating to PARB policy. They will be sent to L.Martin.
  
- c. P. Cone moves that the senate move to executive session. Motion passes unanimously.

**Executive session begins at 1:36PM**

**A. Oda gives closing prayer**

**Attendance: (29 Senators)**

Moderator	Loren Martin	BAS	x
Faculty Moderator-elect	Joshua Morris	CLAS	x
Senator	Alan Oda	BAS	x
Senator	Eric Sorenson	BAS	x
Senator	Karen Longman	BAS	
Senator	Louis Tuthill	BAS	
Senator	Edgar Barron	BAS	x
Senator	Shawna Lafreniere	BAS	
Senator	Candice Hodge	BAS	x
Senator	Jennifer Payne	BAS	x
Senator	Laurie Schreiner	BAS	x
Senator	Christopher Noble	CLAS	x
Senator	Douglas Hume	CLAS	x
Senator	George Thomas	CLAS	x

Senator	Nori Henk	CLAS	x
Senator	Marcela Rojas	CLAS	x
Senator	Ethan Schrum	CLAS	x
Senator	Carole Lambert	Senator at large (CLAS)	x
Senator	Kevin Huang	Senator at large (CLAS)	x
Senator	Laurie Leinonen	COTA	
Senator	Monica Ganas	COTA	x
Senator	Zach Cheney	COTA	
Senator	Christine Kern	Honors	x
Senator	Shelley Harrell	Libraries	x
Senator	Stephanie Geter	SBM	
Senator	Patricia Skalnik	Senator at large (SBM)	x
Senator	Tammy Bachrach	SOE	
Senator	Craig Bartholio	SOE	x
Senator	Jessica Cannaday	SOE	x
Senator	David Picella	SON	
Senator	Diane Sadoughi	SON	x
Senator	Nicole Ringo	SON	x
Senator	Pam Cone	SON	x
Senator	Christina Bivona-Tellez	SON	x
Senator	Lynn Woods	SON	
Senator	Rico Vitz	SOT	x
Senator	Jen Buck	SOT	x
Senator	Justin Smith	SOT	x