

**MINUTES
FACULTY SENATE
May 6, 2013**

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1. CALL TO ORDER

The meeting was called to order by Vice Chair of the Faculty Robert Mitchell at 3:01 p.m. in the College of Law, Room 160.

Present: Senators Aleamoni, Brewer, Brooks, Brown, Carvajal, Cervelli, Colina, Comrie, Dahlgran, Dai, Duran, Fountain, Franklin, Gehrels, Hart, Hildebrand, Howell, Johnson, Jones, Labate, Lee, Lysecky, Martin, McCammon, Mitchell, Moreno, Nadel, Pau, Reed, Rosenblatt, Secomb, Silverman, Smith, Tabor, Ulrich, Vaillancourt, Willerton, Witte and Zwinger.

Absent: Senators Abraham, Alavy, Ayoun, Bilby, Castro, Chiu, Conway, Cuello, Fregosi, Galvani, Ganapol, Guertin, Higgins, Nolan, Padilla, Reynolds, Rychlik, Spece, St. John, Stapp, Strittmatter, Watchman, and Zedeno.

2. OPEN SESSION

University of Arizona Retirees' Association (UARA) representative Cornelius Steelink provided a hard-copy report to Senators on the Arizona State Retirement System's (ASRS) growth and contribution rates and membership facts. He invited Senators to an upcoming UARA meeting on May 20, 2013 at 5:30 p.m. in the Student Union Ventana Room. Mr. Pat Klein, Assistant Director of External Affairs for ASRS will be presenting "ASRS: What It Means to You." from 6:00-7:00 p.m. Klein will also be discussing the December 2012 report required by Senate Bill 1609 on the Defined Contribution and Retirement Study. Steelink reported that the ASRS has a total fund market value of \$27.9B and is more solvent than most other public-funded sectors in the country. The investment portfolio has recovered fully from the recession of 2008. Arizona's benefits for its retirees are better than most other states; medical insurance is provided to its members and there is a clause forbidding the legislature from gaining access to ASRS funds.

3. REPORTS

3A. ASUA President Morgan Abraham

ASUA President Morgan Abraham was absent.

3B. GPSC President Zachary Brooks

GPSC President Zachary Brooks opened by thanking President Hart, Provost Comrie and Graduate College Dean Andrew Carnie for the increase in graduate student compensation. GPSC impacted 3410 graduate students this past year when they awarded 310 travel grants, had 130 students attend GPSC workshops and 600 students at orientation. They picked-up 75 people from the airport, had 170 people attend the GPSC Showcase and held several open-houses and social events. Forty graduate students currently work for the organization. A Memorandum of Understanding was signed by GPSC, Provost Comrie and the Vice President for Student Affairs Melissa Vito. GPSC has, also, recently completed its first 20/20 Strategic Plan. GPSC impacted 3410 graduate students this past year when they awarded 310 travel grants, had 130 students attend GPSC workshops and 600 students at orientation. They picked-up 75 people from the airport, had 170 people attend the GPSC Showcase and held several open-houses and social events.

3C. Faculty Officers' Report

Presiding Officer Mitchell told Senators that the Faculty Senate schedule and roster for 2013-2014 is included in the packet. Next semester, the Senate meeting will be next door in Law 164. Mitchell called attention to the Standing Committees' annual reports and to George Gehrels' COIA report.

The Faculty Officers want to say thank you to the outgoing Faculty Senators : Carvajal, Chiu, Galvani, Rosenblatt, and Strittmatter and to the outgoing ASUA and GPSC representatives Murray, Alavy, Bilby, Chaifetz, Padilla, and Stapp and welcome Zachary Brooks as the returning president of GPSC. Newly-elected ASUA President Morgan Abraham was introduced last month.

3D. Provost Andrew Comrie

Provost Comrie reported the search for the Dean of the College of Law is underway and a decision will be made soon. The candidates for the Dean of the Library have been announced with campus visits scheduled in the next couple of weeks. Two senior-level Vice President five-year reviews are in the process of being completed; Chief Information Officer and Executive Director of UITS Michele Norin and Vice President

for Student Affairs Melissa Vito. At the suggestion of Chair of the Faculty Wanda Howell, open houses will be held in the beginning of the fall semester with the candidates to advise the campus of the outcome of the reviews.

3E. President Ann Weaver Hart

President Hart reported that many faculty and administrators have been involved in developing the academic plan for the University, identifying virtual and physical facilities for the campus, and working to establish a financial plan. The RCM-2 Initiative will be a vehicle through which the University will work to achieve its financial plan goals. Arizona Board of Regents (ABOR) charged Hart with creating an integrated campus plan by the end of the spring semester. RCM-2 will be part of the analysis in the model for revenues generated and expenses avoided. Hart will present the fully integrated plan to campus by September 2013 and will present the plan to ABOR at its November 2013 meeting. The ABOR metrics have been integrated into the financial plan, including models for revenues, expenses and interventions based on net tuition per FTE, recruitment of students, and investment in research and the return on investment. Hart is optimistic that the UA will be successful in obtaining a \$1B investment in research infrastructure from the State of Arizona. Arizona Governor Jan Brewer has invited the UA to make recommendations as to what the State of Arizona's needs will be for education in the future. Modeling the financial plan includes enterprise goals and the major initiatives contained in the plan developed through the Strategic Planning and Budget Advisory Committee (SPBAC). Without any change in the way the UA currently does business, numbers showed there would be a \$620M annual deficit by the year 2020. The UA will never move upwards and achieve its goals continuing along the same path. The UA's articulated goal is to increase funds for research, support and education and developing a strong partnership with the Arizona Health Sciences Network. Every dean and head in charge of every unit needs to know the plan for the entire University to make this goal successful. It is imperative that the data be transparent. College of Medicine Tucson, College of Agriculture and Life Sciences, and the College of Engineering demonstrate college plans that are farther along than other college plans at the UA. Hart will share how those three college plans will integrate into the UA's academic plan. Over the next few months a campaign called "Never Settle" will be introduced to the campus community. A template is being developed to aid each and every department in identifying and constructing its formula for synergy into the University plan. The Pac 12 has hired an independent firm to conduct a full review of all events and disciplinary actions of the Spring 2013 men's basketball tournament. Executive Committee Chair Ed Ray expects the report to be concluded by June 2013.

4. QUESTION AND ANSWER PERIOD FOR ITEM 3

Senator Silverman remarked that over the years, the UA has developed and implemented different plans for different reasons, but follow-up and subsequent reporting on the plans is never shared with the Senate or any other entity at the University. President Hart said that she and Provost Comrie will provide the campus community with regular updates with the next presentation in the fall.

5. APPROVAL OF THE MINUTES OF April 1, 2013

The minutes of April 1, 2013 were approved.

6. ACTION ITEM: PROMOTION AND CONTINUING STATUS CRITERIA FOR INCLUSION IN UHAP CHAPTER 4 (attachment)

Presiding Officer Mitchell reminded Senators that the item comes before Senate as a seconded motion from the Academic Personnel Policy Committee (APPC). Senator Brewer referenced the previous discussion at the Senate meeting held on April 1, 2013. The Senate is being asked to endorse a change in the University Handbook of Appointed Personnel 3.11.02. The Agenda item forwarded by Faculty Affairs to APPC [**Motion 2012/13-23**] was approved and is detailed at the end of these minutes.

7. DISCUSSION AND ACTION ITEM: UNDERGRADUATE COUNCIL'S NON-CONSENT AGENDA ITEMS. GEORGE GEHRELS, CHAIR OF THE UNDERGRADUATE COUNCIL (attachment)

Presiding Officer Mitchell reminded Senators that Non-Consent Agenda items come as seconded motions. The Non-Consent Agenda items forwarded by Undergraduate Council and detailed at the end of these minutes [**Motions 2012/13-24-25**] were approved.

8. DISCUSSION AND ACTION ITEM: GRADUATE AND UNDERGRADUATE COUNCIL'S CONSENT AGENDA ITEMS (attachment)

Presiding Officer Mitchell reminded Senators that the four Consent Agenda items come to the Senate as seconded motions. Senators were asked if questions or discussion were needed for clarification. None were brought forth. The Consent Agenda items forwarded by the Graduate Council and detailed at the end of these minutes [**Motions 2012/13-26-29**] were approved.

9. INFORMATION ITEM: UPDATE ON THE NON-TENURE/TENURE TASK FORCE. MICHAEL BREWER, CHAIR

Senator Brewer updated Senate by explaining that the Task Force met once each semester, but did not fulfill its charge over the course of the academic year. The Task Force had an opportunity to identify titles among non-tenure track faculty, assess instructional workloads, and look at non-tenure track faculty's access to shared governance. The Task Force found that titles varied greatly between departments and colleges and that it was difficult to determine a holistic picture of faculty's duties based on titles. Faculty who work 30 or more hours per week may be included under new Affordable Care Act rules, and it is imperative that faculty be consistently categorized as soon as possible. The Task Force found that determining hours worked cannot be determined by the number of classes a faculty member teaches, course units or contact hours.

The Task Force found that year-to-year non-tenure track faculty do not have access to faculty governance, but multi-year contract faculty are included in faculty governance. Arizona Board of Regents policy limits multi-year faculty to no more than fifteen percent of the total number of faculty at any institution. The UA currently has five percent of its faculty on multi-year appointments. The Task Force would like administrators to look at the numerous year-to-year appointments, many of which have had long-term yearly contracts in excess of ten years. A future focus survey will be created to understand non-tenure track faculty's concerns, structural and administrative support needs, and a centralized way to provide support. Senator Brewer clarified for Chair of the Faculty Howell that the 268 faculty listed in the presentation are full-time instructional faculty. Chair of the Faculty Howell argued that the definition of voting faculty in the University Constitution should not exclude non-tenure track faculty from inclusion in faculty governance activities. Non-tenure track faculty have localized governance inclusion in most colleges. Howell asked that the Task Force report back to Senate and make recommendations regarding the inconsistencies in non-tenure track faculty voting privileges both at the University level and college/department level. Associate Vice Provost Thomas Miller reported that although the University Constitution does not define a year-to-year faculty member as a member of the general faculty, a survey conducted three years ago showed that some faculty under year-to-year contracts did have University voting privileges in elections. Inconsistencies could very well be explained by a check box on the faculty member's hiring paperwork. Titles of faculty and inconsistencies in titles are being addressed outside the College of Medicine and progress has been made in Eller College of Management, College of Education, College of Social and Behavioral Sciences and the College of Science.

10. INFORMATION ITEM: CAMPAIGN FOR COMMON SENSE, ALLISON VAILLANCOURT (attachment)

Senator Vaillancourt reported that President Hart has requested greater institutional effectiveness by adopting a mindset of simplicity, flexibility and a streamlined use of resources. The UA has demonstrated complex protocols, dysfunctional rules and outdated organizational structures. The Campaign for Common Sense will be looking at things that need to be changed, and as a first step, a board of advisors is being assembled. The Board of Advisors will be gathering small groups of people together over the next several months to ask for input on topics of interest and what can be done differently to improve upon the functionality of the University. A soft launch this summer will be followed by a bigger introduction in the fall. The Campaign for Common Sense will have a website, and all ideas proposed will be posted for public view. Chair of the Faculty Howell said that in many instances, legal compliance issues overtake any efforts to simplify the process. Senator Vaillancourt responded that hopefully, hearing complaints over the same issues repeatedly, will allow for opportunities to address those issues of concern and encompass more philosophical conversations about risk tolerance/management and making a connection with otherwise disconnected units. Provost Comrie talked about having more conversations regarding lower risk factors, and who will be responsible for a college/department's non-compliance. The decisions made on campus as a group will pinpoint the responsibility and enlighten the process. Senator Hildebrand said that surveys conducted by the Federal Demonstration Partnership of Principal Investigators (PI) on federally funded projects showed that 42% of the PI's time is spent on compliance and administrative issues, so problems of this nature are a national concern and not UA centric.

11. ELECTION OF UNIVERSITY COMMITTEE ON ETHICS AND COMMITMENT, COMMITTEE ON CONCILIATION, UNIVERSITY HEARING BOARD, AND FOR FACULTY SENATE REPRESENTATIVES TO THE SHARED GOVERNANCE REVIEW COMMITTEE, GRIEVANCE CLEARINGHOUSE COMMITTEE, SENATE EXECUTIVE COMMITTEE, AND SENATE COMMITTEE ON BUDGET AND STRATEGIC PLANNING

The Senate conducted its annual elections for the Committee on Conciliation, University Committee on Ethics and Commitment, University Hearing Board, and for Faculty Senate Elected Representatives to the Grievance Clearinghouse Committee, Senate Executive Committee, Shared Governance Review Committee and the Senate Committee on Budget and Strategic Planning. Votes were cast using written ballots and tallied by Parliamentarian Sankey and Secretary Duran. In accordance with the General Faculty Bylaws, those elected are:

COMMITTEE ON CONCILIATION

Judith Bronstein
Homer B. Pettey
Janet Sturman
Daniela Zarnescu

SENATE COMMITTEE ON BUDGET AND STRATEGIC PLANNING

D. Philip Guertin
Joseph Labate

UNIVERSITY HEARING BOARD

Amy Fountain
Clare Rowe
Terry Wimmer
Ping Situ

FACULTY SENATE EXECUTIVE COMMITTEE

Teresa K. Moreno

GRIEVANCE CLEARINGHOUSE COMMITTEE

Joel Cuello

UNIVERSITY COMMITTEE ON ETHICS AND COMMITMENT

Raymond Runyan
Ping Situ

SHARED GOVERNANCE REVIEW COMMITTEE

Laura McCammon

12. **INFORMATION ITEM: INTERNATIONAL TRAVEL POLICY-LAURA PROVENCHER, OFFICE OF GLOBAL INITIATIVES**

Laura Provencher from the Office of Global Initiatives apprised Senate of recent updates to the University Travel Policy. There are two steps associated with registering an international travel itinerary for University employees: First is to register the travel in the University International Travel Registry in order to make sure the travel is federally compliant with export control and Defense Base Act insurance; second is to make sure a Travel Authorization is on file before the date of departure. A new process is associated with travel to countries with travel warnings in effect. A Supplemental Travel Authorization, available under the "Materials" section of the Travel Registry, is now required for travel to countries with higher risk to ensure safety considerations for the faculty member are more closely monitored while limiting risk to the University. The Supplemental Travel Authorization provides detailed information to The International Travel Safety Oversight Committee who reviews the information to ensure that all amenities and services are the safest possible. The Travel Office can also contact travelers abroad when unpredictable or emergency situations arise and facilitate immediate safety measures if necessary.

Senators' questions and comments included: 1) Senator Pau said that colleagues at other universities don't have nearly the same amount of forms and questionnaires to fill out for international travel. Why is the information required for some travel but not all travel? Provencher said that the Travel Questionnaire is required for all international travel, but the Supplemental Travel Authorization is only required for travel to countries with a travel warning. The Travel Questionnaire should only take two minutes to complete and only the required fields are "yes/no" questions. 2) Senator Nadel asked why the Travel Questionnaire is necessary for travel to countries without a travel warning and feels it is an unnecessary added burden. Provencher said that the Travel Questionnaire is necessary for export control and insurance regulations. There have been instances where travelers have been involved with unforeseen circumstances in ally countries and it is helpful to have all of the travel information provided. 3) Chair of the Faculty Howell asked if she is invited to present at a conference and the other institution arranges for and purchases her travel, if traveling without telling the University is violating University policy. Provencher said that if a faculty member is under a federal contract, traveling under Defense Base Act insurance, carrying any export control item, that yes, it would be a violation of University policy. 4) Provost Comrie asked if his iPad would be an export control item. Provencher said that the hardware is not the issue, but the technical data is what falls under export control jurisdiction. 5) Senator Hildebrand stated that the required Travel Authorization already notifies the University where the person is traveling, and having to complete subsequent authorizations/questionnaires is duplicative. When will the University develop a more efficient system where the identifying information is only submitted one time instead of each time a person travels? Provencher said she is taking suggestions and will pass them on to the appropriate parties. 6) Senator Jones asked about official University travel meshed with personal travel. Provencher said that personal travel is done at your own risk. A traveler is not required to inform the University of personal travel plans, but the traveler will need to make sure that they have personal insurance coverage.

13. **OLD BUSINESS**

14. **NEW BUSINESS**

Presiding Officer Mitchell announced newly elected Secretary of the Faculty, Bobbi McKean.

15. **EXECUTIVE SESSION**

The Senate recessed at 4:52 p.m. to go into Executive Session.

16. **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:02 p.m.

Javier Duran, Secretary of the Faculty
Jane Cherry, Recording Secretary

Appendix*

1. Faculty Senate and Senate Executive Committee Meeting Schedule 2013-2014
2. Faculty Senate Roster 2013-2014
3. Faculty Senate Election Candidates' Biostatements
4. Promotion and Continuing Status Criteria for Inclusion in UHAP Chapter 4 revision
5. PowerPoint: NTT Task Force update
6. International Travel Procedures for Official University Travel
7. Executive Summary: Report to Membership – The Steering Committee of the Coalition on Intercollegiate Athletics March 2013
8. Academic Personnel Policy Committee Annual Report
9. Committee of Eleven Annual Report
10. Committee on Academic Freedom and Tenure Annual Report
11. Committee on Conciliation Annual Report
12. Grievance Clearinghouse Committee Annual Report
13. Research Policy Committee Annual Report

14. Shared Governance Review Committee Annual Report
15. Student Affairs Policy Committee Annual Report
16. University Committee for Monitoring Labor and Human Rights Annual Report
17. University Committee on Corporate Relations Annual Report
18. University Committee on Ethics and Commitment Annual Report

**Copies of material listed in the Appendix are attached to the original minutes and are on file in the Faculty Center.*

Motions of the Meeting of May 6, 2013

Motion 2012/13-23 Seconded motion from APPC “‘Promotion and Continuing Status Criteria for Inclusion in UHAP Chapter 4 revision’ Continuing status requires excellent performance and the promise of continued excellence in the candidate’s assigned duties, which may include teaching, outreach, service, and research, creative work, and scholarship. The University values an inclusive view of scholarship in the recognition that knowledge is acquired and advanced through discovery, integration, application, and teaching. Given this perspective, continuing status and promotion reviews, as detailed in the criteria of individual units, departments, and colleges, will recognize a wide range of original research-based contributions in peer-reviewed publications as well as integrative and applied forms of scholarship that involve crosscutting collaborations with business and community partners, including translational research, commercialization activities, and patents.” Motion carried.

Motion 2012/13-24 Seconded motion from the Undergraduate Council to approve a revision to Policy on Credit for U.S. Military Service and Training. Motion carried.

Motion 2012/13-25 Seconded motion from Undergraduate Council to approve a revision to Retroactive Withdrawal Policy for Undergraduates. Motion carried.

Motion 2012/13-26 Seconded motion from Undergraduate Council to approve Request from the Department of Computer Science jointly with the Department of Ecology and Evolutionary Biology, the Department of Molecular and Cellular Biology and College of Science to implement a Bachelor of Science degree with a major in Bioinformatics. Motion carried.

Motion 2012/13-27 Seconded motion from the Graduate Council to approve Request from the School of Landscape, Architecture and Planning and College of Architecture, Planning and Landscape Architecture to implement a Master in Real Estate Development degree. Motion carried.

Motion 2012/13-28 Seconded motion from Graduate Council to approve Request from the College of Law to implement a Master of Legal Studies degree. Motion carried.

Motion 2012/13-29 Seconded motion from Graduate Council to approve Request from the Department of Finance and Eller College of Management to change Master of Science degree with a major in Management-Finance Emphasis to Master of Science Degree with major in Finance. Motion carried.

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