

Faculty Senate Meeting 11/8/2022

Cashion 506

Tuesday 3:30-5:00

Chair Holly Collins

Present: Holly Collins, Gia Chevis, Coretta Pittman, Anne Theriot, George Cobb, Sam Perry, Karena Malavanti, Derek Dodson, Ann Shoemaker, Sara Alexander, Dwight Allman, Erica Ancira, Brad Bolen, Jeremy Counsellor, Gerald Cleaver (substitute Jeffrey Olafson), Adrienne Duvall (substitute Laura Butler), Tisha Emerson, Bruce Evans, Sarah Ford, LesLee Funderburk, Christy Gantt, Brian Garner, Shelby Garner, Scott Gibson, Stanton Greer, Chris Hansen, Julie Holcomb, Tamara Hodges, Kristi Humphreys, Bob Kane, Karon LeCompte, Michael Long (substitute Jennifer Good), Elissa Madden, Ann McGlashan, Lourenço Paz, Matthew Piech, Denyse Rodgers, Cindy Riemenschneider, Keith Schubert, Lynn Tatum, Jamie Van Eyck, Anzhong Wong, Lauren Weber, Mariah Humphries

Absent: Kimberly Black and Kevin Tankersley

- I. Call to Order
- II. Invocation (Senator Weber)
- III. Approval of October Minutes (Senator Perry)

Include those present, as well those absent

Motion to approve Senator Long  
Seconded Senator Rodgers

- IV. Guests
  - a. Kevin Chambliss, OVPR  
Discussion is figuring of base salary

Presentation Summary

New Policy, which is 95% not a new practice. We have shared it with Deans and Council of Pls and Associate Deans.

Why do we need an institutional base salary? Accuracy of Proposal budgeting, expensing to a grant, and effort reporting. Effort reporting is the percentage of the workload that comes through in a given time related to a 10-month contract. The guidance being applied is from 2015 and has been in place since then, and as Baylor has gained more granting money we have become more subject to government audits on expenditures.

Both base salary and effort encompass 100% of salary. Amount= Effort x Base. This is a means to make sure that federal expenditures are not over charged. Administrative stipends are also accounted for in base salary. In addition, up to two months salary may be earned at the rate of base salary. Primary purposes of base salary is for granting budgeting. The question becomes when the base salary exceeds 100% by way of consistent applications of overloads, which should be incidental and not a recurring expense/stipend. Consistent overloads should be figured in base salary. These expenses cannot be included in grants. All permitted non-Baylor compensation is excluded from Base salary.

#### Q&A with VP Chambliss

Senator question- In our department overload is when it exceeds 105%. That was not previously an issue, but now it has become a consistent and standard practice.

VP Chambliss- What qualifies as overload may not be uniform across the university.

Senator question- People are not being compensated on overloads

Senator question- A request to have VP for Global engagement include a policy concerning overload on 12-month contracts and the relationship to study abroad. This has not been done.

VP Chambliss- There are definitely contracts that are different lengths, it makes sense that there would be adjustments or accounting for these different lengths.

VP Chambliss- Hypothetical slide on % of workload for Professor X and the way by which one gets to 100%.

The recurring administrative assignments should be accounted for in base such that additional pay should be accounted for and increased with relation to the base salary.

Senator question- The business school pays some of their stipends in the summer months. Would this count as base salary compensation?

VP Chambliss- I have learned that. You can earn up to 2 months of salary for overload, but that falls within the purview of base if the money is being paid from internal sources.

VP Chambliss- There is a practice in which someone can be on 13 1/3% under particular practices.

VP Chambliss- Continued discussion of how grants are charged over the course of the year. Discussion of how auditors account for the ways in which the grants are charged.

The goal is to balance and charge for the grant from the peri

Senator question- From your own presentation there is a contradiction in how research is being allocated in % of workload in terms of research over the course of the year and the summer.

VP Chambliss: Discussion of paying out salary through a grant and the distribution through the year. There are an infinite # of solution to come up with ways to bill a grant over the course of the year.

Senator question: Is it the equivalent of 2 months salary or is there is a difference in terms of teaching buyouts?

Chambliss: OVPR does not do teaching buyouts. That is determined by the department.

Senator question: You automatically qualify for the 2 months salary if you have charged 2 months of salary to the grant over the course of the year (but it's not a teaching buyout?)

Senator question: This does not change anything, example of summer pay?

VP Chambliss: Last summer there were examples of people

Senator question: Only 13% of bonuses can from grants?

VP Chambliss: This is consistent with two policies from the Provost Office.

Senator question: I once charged my grants on calendar months rather than as a two-month chunk. Is there advice on this.

VP Chambliss: I'm agnostic on whether these are charged in Fall, Spring, or Summer, as long as the grant certifying periods add up to 100%.

Senator question: Why is there a 25% cap on study abroad, where as there is a 13 1/3% additional pay available for granting research.

VP Chambliss: Over the last 8 years this larger bonus has been talked about in terms of being phased out. If it does get phased out, we will not change compensation, we will adjust base salary. There is not another research university in the country that has the same summer compensation model that Baylor does.

Senator question: What about clinical professors in terms of base salary? We do not fit in this configuration.

VP Chambliss: This is in my purview. The base salary conversation does not change. We address the ways in which we get to 100% workload.

b. Annual Giving- Canceled

## V. Reports

- a. Executive Committee- We met last week and talked about bylaws and voting rights. We are also talking about clinical faculty, too. Sarah Ford will serve on the Winter Semester Feasibility Task Force. Continued discussion of travel policy.
- b. Provost/EC Meeting- Postponed to Thursday. We have asked business office and OGC to be there talk about Travel Policy. We are looking to extend the deadline on bylaws.

Senator Paz- Some departments have very strict rules on bylaws in terms of voting on bylaws including 2/3 vote to change the bylaws. What if the department votes not to adopt the Provost office bylaws?

Senator Collins- The only requirement is meeting twice a semester, this has to be done.

Also on the agenda for the provost meeting is aligning all dates and guidelines for clinical faculty with the AUUP guidelines.

### c. HR Meeting

HR wanted to know how open enrollment went and also wanted to know how faculty appreciation went.

### d. Student Government Meeting

Senator Theriot- Student government would like to pursue having an outdoor classroom on campus that can be reserved and is in some degree a permanent structure. My program has done design work on a structure like this. Senator Pittman joined our conversation and talked about space available at Browning Square that could be good for these purposes.

### e. Honor Code Task Force

Senator Malavanti- The Honor Code task force has met and added an introduction that includes rights for students and faculty and has a matrix for types of violations and the range of responses to violation. The document has gone from the committee to the Provost Office.

### f. Teaching Professor Committee

Senator Malavanti- We have continued meeting and have been meeting every two weeks. WE have good language to put these policies in the language of BU-PP. We have formed subcommittees that are meeting and making progress.

Senator Collins- The Provost has also agreed to include an update on this in her newsletter.

Senator Tatum- There are AAUP standards that we need to put into this set of promotion documents. Explanation of AAUP policies in terms of evaluation benchmarks and related dismissal policies. Things we in compliance in 2010, we are now woefully out of compliance by standards of dismissal timelines in the 2<sup>nd</sup> year of evaluation.

## VI. Unfinished Business

### a. Update on Proposed 5-week wintermester

Senator Collins- This will not happen without full study. It could possibly happen before 2024-5 academic year.

### b. Travel Policies

Senator Collins- Opens floor for questions

Senator question- Why were policies implemented without faculty input? Why are they implemented in October.

Senator question- We were left out of an email. Will ask the second question.

Senator question- Someone in our building asked, "Are they aware of safety situations in which faculty cannot get themselves out of bad travel situations when the travel agency is closed for business?"

Senator question- Are they aware of how (nursing faculty) are often housed on hospital grounds or in hospital housing?

Senator- The travel card did not work when I traveled in France. I called CC company and they just said it would not work there.

Senator- This doesn't work for field studies.

Senator- Field research, archival research, etc...

Senator question: Will there be an Ignite category for interest?

Senator question: Have they done an analysis of the type of money that is going to be spent extra by going through conference hotels exclusively? This requirement will add hundreds and thousands of dollars in expenses.

Senator question- have they considered cost of how booking through these regulations will increase cost associated with luggage?

Senator- Going through travel agencies is doubling the cost of plane tickets for a faculty trip.

Senator question- If faculty members float their expenses on credit cards, what happens if people pay for things in cash?

Senator question- What if we are doing research in places where credit cards are not accepted? (Rural villages) Cash advances are not sufficient for long term research like this.

Senator- Colleague has said that they will not travel.

c. Update on Departmental Bylaws

Senator Collins- It has been made clear to the Deans that bylaws cannot approved without a vote and approval of at least 50% of the permanent full-time faculty.

We are asking for an extension on these bylaws.

We have inquired with the Provost as to the message that was sent out by a Dean or Deans concerning lecturers being prohibited to vote on the hiring of tenure track faculty.

We are also asking for an extension based on the wide variability of departmental structures.

We are looking to protect those where the process is not going well.

*Comments and questions on bylaws*

Senator- We have 173 clinical faculty on the clinical track and 246 on lecturer faculty track, so we are looking at nearly 40% of the faculty being disenfranchised within the hiring process.

Senator- I don't see any mechanism to address what is happening if the chair is not following the bylaws.

Senator Collins- We have been told that it should be reported to the Dean and then the Provost If necessary.

Senator Chevis- The template is not what is actually included, these things should and can be included in the bylaws.

Senator- Would this fall under the proposed grievance policy?

Senator Chevis- Yes.

Senator- We received from our chair a draft of bylaws last week. We met last Friday to discuss these bylaws. We were concerned that the process came out of time and started recently. We also were concerned with the top-down approach where the chair has distributed a draft of bylaws that took most of the semester and now we have little time to assess and revise them. Our departmental consensus was that this is not a codification of past practices. We are operating in the spirit of the prologue in not codifying past practices. We see this as a pivotal process in ensuring shared governance.

Senator question: Would you like information on this process in your email? For example, if we do not have committee to address this formed yet?

Senator Collins: Written documentation is always best.

Senator- These should be received before Thursday.

Senator- This has not been brought up in our school and faculty have not been included in this process.

Senator - The Dean told our chair, but the chair was months late in telling us about this, and we are running five searches at one time in which the chair is involved. The deadline extension would be welcome.

Senator- We have been slow on this, the process should not be a problem, but we need more time to do this.

Senator- Our department wrote bylaws 6 years ago, and up until very recently no one had ever referenced them. Why are we doing this? Is there a mechanism that trips if the bylaws are not being followed.

Senator- This could be addressed through the grievance policy. But there has to be a grievance.

Senator- Our department has had bylaws for many years. Any time we make a change it is a long process, so starting from scratch requires more time than is being allotted.

#### d. Vote on Grievance Policy (Senator Chevis)

#### Discussion of Policy

Senator- In the second line tension on language in terms of President should ordinarily agree with the faculty decision.

Senator- We can delete this.

Senator- I cannot find the associated policies for 704-706. This is worrisome.

Senator- I have pointed this out.

Senator- Why would we omit these, we could change the language to say all issues are grievable?

Senator- That wouldn't pass anywhere but here.

Senator- Change wording to must or shall.

Senator question- Is faculty the same as committee in the previously mentioned line?

Senator Collins will entertain a motion to vote.

Senator LeCompte moves to vote on approving grievance policy.

Senator Pittman second.

Vote 30 for yes

5 abstentions

Against 0.

Motion passes.

e. Discussion of Summer Study Abroad Limits in terms of compensation

Senator- Inclusion of Senator Garner's language on folks with 12-month contracts. Faculty on 12-month contracts will not receive additional compensation unless approved through their department as a stipend.

Senator- Change requested by Senator Paz- Any exceptions to these compensation limits must be reviewed and approved by the Provost.

Senator question- Any reason this should be reviewed the provost and not a dean.

Senator Collins- university policy can only be overruled by the Provost.

Senator- one thing that makes me uncomfortable, is what should matter is the total number of students taught by an instructor on their study abroad trip across the sections, rather than being counting the students in each section.



Senator- Exceptions can be approved by VP for CGE.

Senator- Providing this minimum still effects compensation.

Senator- One thing that is not being addressed is when the enrollment is being calculated when students can still add later in the summer session.

Senator- This would not apply to study abroad.

Senator- Motion to vote on approving Summer Study Abroad Compensation policy

Senator Malavanti Second

Vote yes- 22

Vote Opposed- 5

Abstain- 2

Motion carries.

f. Update on Vote on Faculty Regent Nominations

List of names confirmed and unconfirmed.

VII. Everyone moves to adjourn

Seconded by Senator Garner