

## **Report and Recommendations of the Senate Personnel and Elections Committee Regarding Certain Senate and University Committees**

**April, 2018**

The P & E Committee was asked to review four committees whose membership was not repopulated last year due to various degrees of inactivity and questions being raised about the continued need for the committees. The P & E Committee was specifically requested to recommend whether the four committees should continue as presently constituted, be dissolved, or be reorganized. The four committees are the

Senate Advisory Committee on Budget and Planning;

Senate Advisory Committee on Library Policy;

Senate Advisory Committee on Salaries and Benefits; and

University Committee on Financial Aid and Scholarships.

The P & E Committee reviewed the meeting history of the committees, assessed the ongoing need for and purpose of the committees, considered whether the functions of the committees could better be met in another form and, to the extent available, sought the views of current and past committee chairs and members. The Committee also took into account the large number of faculty positions on the Committees (collectively 41) and the challenge in attracting sufficient faculty interest to populate the committees.

Based on the above, the P & E Committee recommends as follows:

1. The Senate Advisory Committee on Budget and Planning should be continued, but reorganized as outlined in Attachment A.
2. The Senate Advisory Committee on Library Policy should be dissolved as a separate committee and its function be consolidated into the Senate Advisory Committee on Academic Policy as outlined in Attachment B.
3. The Senate Advisory Committee on Salaries and Benefits should be dissolved, but its function should be addressed in one of two ways as outlined in Attachment C.
3. The University Committee on Financial Aid and Scholarships should be continued, but reorganized as outlined in Attachment D.

Each of these recommendations, if adopted, will require either a policy change and/or a revision of the Committee descriptions on the Senate web page.

Respectfully submitted,

Senate Personnel and Elections Committee

Professor Randy Dryer, Chair

## **EXHIBIT A**

### **Recommendation regarding Senate Advisory Committee on Budget and Planning**

The Senate Personnel and Elections Committee notes that this committee has met regularly in recent years, but members report that its value and effectiveness is questionable as presently constituted, primarily because the committee has no institutionalized means of obtaining timely budget and planning information or providing meaningful faculty input to the University central administration in a timely manner.

The P & E Committee believes this committee can fulfill the purposes and functions for which it was established as described in Policy 6-002 III (D) (1) (h), but needs to be restructured and provided timely and meaningful access to budgetary and planning information in order to do so. Consequently, the Committee recommends that (1) the Senate Advisory Committee on Budget and Planning be reorganized as set forth below and (2) that Senate leadership enter into discussions with the University President and the cognizant senior vice presidents to effectuate the participation of the Committee co-chairs in the University budgeting process as outlined below. The current chair of the existing Committee, Professor Gage Williams, supports the proposed restructuring as outlined below.

- Committee membership will be appointed by the Senate Executive Committee and consist of two tenured faculty members, two career-line members, and three ex officio members as follows:
  - o One tenured faculty member from main campus; this person to serve as co-chair, as named by the President of the Academic Senate
  - o One tenured faculty member from Health Sciences; this person to serve as co-chair, as named by the President of the Academic Senate
  - o One career line faculty member from a health sciences college
  - o One career-line faculty member not from a health sciences college
  - o Academic Senate president, ex officio
  - o Academic Senate president-elect, ex officio
  - o Academic Senate immediate past president, ex officio

The tenured and career-line faculty members shall serve three year rotating terms and are eligible to serve up to six consecutive years. The co-chairs will serve as ex officio members of the University budget committees relating to their respective areas of campus involvement (i.e. main campus and Health Sciences), along with the Academic Senate president.

The function of the Committee shall be to

- Serve as a sounding board and advise the co-chairs and the Senate President on University budget and planning issues;
- provide a forum for individual faculty to submit information and questions on University budget and planning issues;
- represent views and interests of all faculty; and

- perform those functions assigned to it by applicable provisions of Policy 6-313 (Terminations and program Discontinuance-Declaration of Financial Exigency)

The Committee should respond to directions from the Senate, while retaining the freedom to set its own agenda. Committee members will hold in strict confidence all budget information which the Committee receives on a confidential basis from any source, including, but not limited to the University President, the Senior Vice-Presidents for Health Sciences and Academic Affairs, and other administrative officers of the University.

## **Attachment B**

### **Recommendation regarding Senate Advisory Committee on Library Policy**

The P & E Committee determined that during the last calendar year the committee met for one hour on December 6, 2017 and that for prior years the Library Policy Committee met only sporadically and that meetings consisted primarily of brief reports from the Directors of each of the three University Libraries. Although membership consists of 18 faculty and six students, attendance at meetings has not been high. No major library issues impacting faculty have been discussed in recent meetings. The three library directors independently expressed the view that this committee is unnecessary in light of the multiple other ways for faculty to provide input on library policy or address any issues. The Eccles and Faust Libraries are relatively small libraries and librarians have daily interaction with faculty and issues are regularly and routinely addressed. The Marriott Library, which serves a larger faculty population, seeks regular faculty input on library issues and policies through various departments, collections and other ad hoc committees. The Marriott Library Director also has an open door policy and actively seeks and welcomes faculty input on library matters. She suggests that any major library issues impacting faculty could be addressed either directly with the Senate Executive Committee or by appointing an ad hoc committee. She cites the issue of library deselection as a recent example of a policy issue that was brought to the attention of the Senate for input before adoption.

The P & E Committee sees value in having a standing committee available to address major University-wide library issues or policies that may arise in the future, but believes this function could readily be served by assigning this function to another existing standing committee, i.e. the Senate Advisory Committee on Academic Policy.

The current chair of the Committee, Professor Courtenay Strong, believes the committee has served a useful function in providing a means for faculty and students to formally advise decision-making by library directors. Professor Strong supports this consolidation.

## **Attachment C**

### **Recommendation regarding Senate Advisory Committee on Salaries and Benefits**

The Senate Advisory Committee on Salaries and Benefits has been inactive for more than a year. The current chair, Karen Gunning, reports that Committee members express the view that the Committee has no budgetary power and that salaries are a function of department, college and central administration decision-making. They question the continued viability of the Committee in terms of providing appropriate and timely input on salary decisions, but do see merit in having faculty input on University-wide policy issues surrounding benefits. The chair reports that the University Human Resources Department currently has an existing benefits advisory committee with faculty on it and would support adding a representative from the Academic Senate or the Senate Executive Committee. Professor Gunning supports such an appointment.

The P & E Committee recommends that the Senate dissolve the existing Senate Advisory Committee on Salaries and Benefits and either (1) assign to the Senate Advisory Committee on Academic Policy the responsibility of providing faculty input regarding University-wide employment issues such as benefits or (2) assign and appoint a member of the Senate Executive Committee to the existing HR Benefits Advisory Committee and charge said person with representing the views of the Senate and acting as a liaison with the Senate Executive Committee.

## **Attachment D**

### **Recommendation regarding the University Committee on Financial Aid and Scholarships**

The Financial Aid and Scholarships Committee has not met for several years. Mary Parker, the Associate Vice President of Enrollment Management who oversees financial aid and scholarships at the University, reports that federal and state laws and regulations govern this area and that the University has limited discretion in terms of administration and policy. The governing rules are technical and faculty in the past have shown little interest in immersing themselves in the details of financial aid management. One area where faculty could potentially serve a useful function is to act as an appeal body where a student whose financial aid or scholarship has been terminated could seek review of that decision from an independent group. Currently, terminations of financial aid and scholarships are done administratively within the University Office of Scholarships and Financial Aid and there is no student appeal of that administrative decision.

The P & E Committee notes that students have a right to appeal certain University administrative decisions in other contexts and believes such a procedure should be available in this instance. The Committee recommends that the University Committee on Financial Aid and Scholarships be restructured and reorganized to act as a student appeal body in the area of financial aid and scholarship terminations. Mary Parker, and the Executive Director of Scholarships and Financial Aid who reports to Mary, supports this recommendation.