



VILLANOVA UNIVERSITY  
UNIVERSITY SENATE & FACULTY CONGRESS

COMMITTEE ON FACULTY  
Academic Year 2010-2011

Thursday 9 December 2010, 3:30 p.m.  
De Leon Room (SAC)  
MINUTES

**In attendance:** Linda Copel, Judith Hadley, Eric Karson, Victoria McWilliams (*ex officio*; NIA), Barbara Ott, Paul Rosier, Joseph Schick, Thomas Way, Seth Whidden (chair), Peter Zaleski.

**Absent:** Sohail Chaudhry (NIA), Joseph Dellapenna, Fr. Kail Ellis (*ex officio*), Sarvesh Kulkarni, Maggie Wang.

The meeting was called to order by the chair at 3:30 pm.

1. Minutes of the Nov. 11, 2010 meeting were discussed and approved unanimously by all present.

2. Eric Karson will serve as recording secretary through Spring 2011.

3. Spring meeting schedule is as follows:

Thursday 13 January, 2:30-4 pm, De Leon Room, 300 SAC

Monday 7 February, 10:30 am-12 pm, De Leon Room, 300 SAC

Tuesday 8 March, 2:30-4 pm, Devon Room, Connelly Center

Friday 1 April, 10:30 am-12 pm, DeLeon Room, 300 SAC

Tuesday 29 Mar., Dinner with Fr. Peter.

Wed. 27 April (\*but on a Mon. schedule\*), 10:30 am-12 pm, DeLeon Room, 300 SAC

4. Discussion of the Distinguished Professorship Award. The document, with proposed changes (Attachment 1). This proposal will be forwarded to Fr. Ellis for discussion at the Council of Deans. Passed with unanimous approval of those present.

5. Eric Karson raised this issue of how the University's latest decision to support future PPO policy prices increases at a lower level than the HMO policies, that are historically less generous (and expensive) in a sense targets faculty benefits, as they participate in PPO at a greater level than staff. Some of this information may be available in the University sponsored "Sibson Study," a review of benefits among some "peer" schools. As a partial result of these types of concerns, the Faculty Congress has organized a special meeting about salary and benefits, at which Ellen LaCorte will speak, 134 Driscoll Hall, Feb. 21<sup>st</sup> from 3:00 – 4:30. COF encourages all faculty to attend this meeting. COF considered providing questions to Dr. LaCorte prior to the meeting.

In order that the Faculty may be more fully prepared for said meeting, an email was drafted, and a motion passed with no objections, from COF to Dr. LaCorte requesting access to the Sibson Study results (Attachment 2). COF believed that access to the report would make for a more productive meeting. A copy was also sent to Q Chung, Faculty Congress chair.

6. COF reiterated the need for all departments to follow the Faculty Handbook with regards to FTNTTF voting in Department Meetings. Specifically, the Faculty Handbook states (“Voting in Department Meetings”) that: “In departmental meetings (excluding rank and tenure, annual/triannual evaluation, hiring, and chair selection, all of which are covered by other policies) [...] full-time non tenure-track members who have completed at least two full academic years of continuous service may vote.”<sup>1</sup>

7. There was discussion regarding movement to the AAUP guidelines referring to dismissal of tenured faculty if programs are eliminated, excluding cases of financial exigency. Eric Karson will provide a comparison of VU and AAUP language. They are attached as Attachment 4 (Villanova Policy) and Attachment 5, AAUP recommendations.

8. Some discussion ensued as to what is “productively engaged in research,” as defined by the Faculty Handbook. The related question of how reduced loads are assigned was also discussed, and subject of some discussion in the recently completed Middle States Review. While the handbook clearly states this is a college level responsibility, COF expressed interest in having the process and criteria of determining teaching loads disseminated. The following addition to the Handbook was drafted and will be taken up at the next meeting:

**Teaching loads: Present wording:**

Each Villanova college or school adopts its own approach to implementing this policy, and the deans may exercise discretion in this teaching load policy in order to support faculty recipients of grants or contracts.

**Proposed wording: (*new language in italics*)**

Each Villanova college or school adopts its own approach to implementing this policy, *and the Dean of each college or school shall make available to his/her constituents an explanation of the process and criteria for each year's decisions.* The deans may also exercise discretion in this teaching load policy to support faculty recipients of grants or contracts.

10. Other items were moved to the agenda of the next meeting.

The meeting was adjourned at 5:10 pm.

Next meeting: Thursday 13 January, 2:30-4 pm, De Leon Room, 300 SAC

Respectfully submitted,  
Eric J. Karson

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<sup>1</sup> <http://www.villanova.edu/vpaa/office/facultyservices/guidelines/handbook/policies.htm?p=voting.htm>

## Attachment 1 Distinguished Professor Award

The Distinguished Professorship is the highest honor that Villanova University bestows on its faculty members. This title is given to faculty members who are leaders in their respective fields, as evidenced by international recognition and a body of work in research, teaching, and service that merits exceptional distinction. After a rigorous nomination and selection process that is overseen by full professors from the Committee on Faculty, the awards are presented each year during Commencement exercises.

Guidelines (last revised December 8, 2010)

The recommendations outlined below are the outcome of committee discussions that included evaluations of similar designations at other institutions, during the 2009---10 and 2010---11 academic years.

- 1) The award and title will be called Distinguished Professorship. (e.g. “Dr. ABC, Distinguished Professor of XYZ”)
- 2) The nomination, selection and award process will take place on an annual basis. The number of Distinguished Professorship awards University---wide is subject to funding and to the number of faculty meeting the criteria, with no more than one new Distinguished Professor award per college per year.
- 3) Only Full Professors without any other Professorship designation (e.g. endowed chairs) with at least 5 years in rank at Villanova University will be eligible to apply for the Distinguished Professorship.
- 4) The selection process will be managed by a subcommittee comprised of full professors from among the Committee on Faculty for the first two award cycles, whereupon the process will be reviewed to determine what changes are necessary, if any. All awardees will join the selection committee.
- 5) The monetary award will be a one---time research fellowship in the amount of \$15,000.
- 6) The recipient will also receive an annual research stipend of \$2,000 for a 4 year period subject to renewal based on availability of funds and with continued evidence of high impact research productivity.
- 7) This is an award/recognition and not a rank. The Faculty member, however, may note such a designation after her/his name on a permanent basis as long as s/he is affiliated with Villanova.
- 8) The selection process will emphasize research productivity after achieving the Full Professor rank but the entire research portfolio will be considered.
- 9) The Committee on Faculty will develop the criteria for this award in conjunction with the Vice President for Academic Affairs.
- 10) The Committee on Faculty reserves the right not to extend this award in a given year, or in a given college, if the committee finds no suitable candidate deserving of the Distinguished Professorship.
- 11) The cost of a Distinguished Professor Award is \$25,000 at a maximum. This consists of \$15,000 for the one---time research grant, \$8,000 for the research stipend over four years, and \$2,000 for administrative expenses. The Development Office will present the Distinguished Professorship to potential donors looking for giving opportunities. Each \$25,000 donation funds a single award. The Distinguished Professor award can commence when the University in cooperation with the Development Office raise at least \$125,000. It should be noted this award will not be a named award after the donor, since named awards, in general, require a much higher donation which is not the intention of the Distinguished Professorship award.

Attachment 2 – Memo from COF to Ellen LaCorte, re: access to available data on benefits.

Dear Ellen,

At our meeting this afternoon, the Committee on Faculty (COF) -- a subcommittee of both the Faculty Congress and the University Senate -- drafted and passed the following motion.

MOTION:

That COF ask Ellen LaCorte for a redacted summary of the results of the Sibson benefits report (with identifying peer-institution information removed), and that it be made available to all faculty, as soon as possible, certainly well in advance of the 21 February 2011 meeting, and no later than 21 January 2011.

Without seeing this report, faculty would be unable to formulate relevant questions about the changes to benefits.

Passed without objection, 9 December 2010.

I thank you for your consideration of this motion and invite you to contact me if you have any questions.

## Attachment 3 – Villanova Faculty Handbook Statement on Dismissal of Faculty

### **B. Declaration of College, Department, or Program Discontinuance or Reduction**

In addition to reasons of financial exigency, any of the University's colleges, academic departments, or programs may be closed or merged with others for academic reasons, as determined by the President and/or Board of Trustees according to the Board's bylaws and policies, including strategic decisions to shift the University's focus and resources in new directions. The process of making such determination will if possible include appropriate and timely discussion with the deans, department chairs, program directors, and, as determined by the President, the faculty of such colleges, departments, or programs. Whenever such a closing or consolidation occurs that would involve termination of appointments of tenured faculty, the Vice President for Academic Affairs shall consult with and give due weight to the opinions of the Committee on Faculty and the Faculty Congress, including sharing relevant information, considering the consequences to the educational program of the University, and exploring alternative measures short of closing, consolidating, or significantly reducing a college, department, or program. The VPAA shall share the results of such consultations with the President.

### **C. Criteria for Selecting Faculty Terminations**

If the Board (or President, following Board bylaws and policies), declares a reduction in the faculty for one of the aforementioned reasons, the Committee on Faculty shall appoint a committee of at least seven tenured faculty members who have been faculty members at Villanova for at least ten years as of the date of the appointment to this committee, including at least three members of the Committee on Faculty. This committee shall be known as the Committee on Dismissals. The responsibility of the Committee on Dismissals will be to consult with and advise the President, the Vice President for Academic Affairs (VPAA), and/or the college dean concerning the individuals whose appointments are to be terminated. The primary termination criterion is the maintenance and promotion of the quality and effectiveness of, in order, the University, college, department, or academic program under consideration. Faculty members deemed to be of key instructional, scholarly, or administrative importance to the unit or program to be reduced or consolidated will have first priority for retention in the unit or program. Thereafter, other criteria to be considered include rank, time in rank, length of service, field of specialization, academic qualifications, and fitness for reassignment and appointment to another college, department, or program. Subject to the quality and effectiveness criteria, appointments will be terminated in the following order: temporary part-time (adjunct) and temporary full-time faculty members, continuing non-tenure track full-time faculty members, untenured tenure-track faculty members, tenured faculty members. The University will seek to reassign tenured faculty designated to be terminated to another of its colleges, departments, and programs, or to a suitable non-academic position, when such reassignment and appointment are feasible and consistent with the primary considerations of academic quality and administrative effectiveness. In addition to recommendations from the Committee on Dismissals, the Committee on Faculty may elect to send its own recommendations to the VPAA, who will forward all such recommendations to the President. The President makes the final decision on terminations.

## Attachment 5 – AAUP Guidelines (<http://www.aaup.org/AAUP/pubsres/policydocs/contents/RIR.htm#b7>)

### Discontinuance of Program or Department Not Mandated by Financial Exigency

d. Termination of an appointment with continuous tenure, or of a probationary or special appointment before the end of the specified term, may occur as a result of bona fide formal discontinuance of a program or department of instruction. The following standards and procedures will apply.

(1) The decision to discontinue formally a program or department of instruction will be based essentially upon educational considerations, as determined primarily by the faculty as a whole or an appropriate committee thereof.

[Note: “Educational considerations” do not include cyclical or temporary variations in enrollment. They must reflect long-range judgments that the educational mission of the institution as a whole will be enhanced by the discontinuance.]

(2) Before the administration issues notice to a faculty member of its intention to terminate an appointment because of formal discontinuance of a program or department of instruction, the institution will make every effort to place the faculty member concerned in another suitable position. If placement in another position would be facilitated by a reasonable period of training, financial and other support for such training will be proffered. If no position is available within the institution, with or without retraining, the faculty member’s appointment then may be terminated, but only with provision for severance salary equitably adjusted to the faculty member’s length of past and potential service.

[Note: When an institution proposes to discontinue a program or department of instruction, it should plan to bear the costs of relocating, training, or otherwise compensating faculty members adversely affected.]

(3) A faculty member may appeal a proposed relocation or termination resulting from a discontinuance and has a right to a full hearing before a faculty committee. The hearing need not conform in all respects with a proceeding conducted pursuant to Regulation 5, but the essentials of an on-the-record adjudicative hearing will be observed. The issues in such a hearing may include the institution’s failure to satisfy any of the conditions specified in Regulation 4d. In such a hearing a faculty determination that a program or department is to be discontinued will be considered presumptively valid, but the burden of proof on other issues will rest on the administration.