

**Faculty Assembly Meeting
Minutes for September 27, 2016
3:30-5:00 pm
Blow Hall Board Room**

Officers Present: Sophia Serghi (President), Cathy Forestell (Vice President), Chris Abelt (Secretary) and Eric Chason (Faculty Representative to the Board of Visitors)

Other Members Present: Danielle Dallaire, Mark Forsyth, Carl Friedrichs, Courtney Harris, Mark Hofer, Steve Holliday, Rex Kincaid, Christy Porter, Tricia Vahle, Sibel Zandi-Sayek and Cynthia Ward

Members Absent: John Eisele, Fred Corney, Ron Hess, Scott McCoy, Patty Roberts and Megan Tschannen-Moran

Others in Attendance: Michael Halleran (Provost), and Terry Meyers (Parliamentarian)

Ms. Serghi called the meeting to order at 3:33 pm.

1. Approval of Minutes for August 30, 2016

The minutes were adopted by unanimous consent.

2. Provost's Report

- The BOV meet last week. Tyler and ISC3 were formally dedicated. Statistics for the Class of 2020 were similar to previous classes. There was a slight dip in out-of-state applications, possibly due to incomplete financial aid. Cathy Forestell presented highlights of the faculty survey to the Board. The BOV also were given an update on the Engineering and Design Opportunities initiative.
- The state-budget and salary issue remains in limbo. Other state agencies have been asked to return 5% of their budget, but so far the College has not. A budget cut for FY18 is looking likely.
- A recent faculty personnel matter has raised a number of concerns.* The situation is complex because of the intersection of health, threat assesment, criminal and Handbook issues. The Faculty Hearing Committee is the proper venue for due process in this case. Modification of the constraints imposed by the legal system would allow the FHC to become involved.

3. Presentation on Wellness by John Poma, Chief Human Resources Officer with Rita Metcalfe, Senior Director of Human Resources Operations

Mr. Poma talked about his vision to promote well being as an important function of human resources. A workplace that sees value in its employee's well being will also attract the best workforce. He passed out a brochure describing the Employee Assistance Program (EAP). This program is available to all College employees that are enrolled in health coverage through Anthem. Many kinds of help are offered through the program, not only those that involve health. Employees are entitled to four sessions with a licenced therapist or counselor. He has launched a new program called the William and Mary Employee Network. This program has two paths. The first is to help new employees who might have special needs and the second to help employees in crisis. Human resources will develop a tool box to connect employees with the appropriate groups that can provide assistance such as the Tidewater Physicians Multispecialty Group. Currently there is no protocol like CARE to identify faculty/staff who might be in crisis. Unlike larger institutions, typically those with a hospital, W&M does not have a staff member solely dedicated to the EAP.

4. Reports from Standing Committees

Liaison Committee: Cathy Forestell

Ms. Forestell reported on her presentation of the preliminary results of the faculty survey to the Academic Affairs subcommittee meeting of the BOV last week. BOV members expressed concern with the low rate of return (43%). She explained to them that the climate survey done by human resources just before the faculty survey probably was the likely culprit. The faculty survey showed that faculty salary and support for faculty research remained the top priorities. Twenty five percent of faculty have been on the job market citing salary and better support for research as reasons. Some of the results from the climate survey were also mentioned, including the point that African American faculty expressed less satisfaction than the norm. Ms. Forestell said that the next BOV meeting is in November and that the committee is always open to suggestions for faculty presentations.

Executive Committee: Sophia Serghi

Ms. Serghi reported that the committee met several times over the personnel issue mentioned in the Provost's report. The issue was brought to the committee's attention by a letter from several emeriti

including Mr. Meyers. Mr. Meyers enumerated the several concerns and recommendations listed in the letter. Their hope was that the procedures in the Faculty Handbook be affirmed.

COPAR: Tricia Vahle

Ms. Vahle reported on the meeting schedule for COPAR. The 'Budget 101' meeting will be on Oct. 14th at 3 pm. The meeting with the Provost and Vice President of Administration to discuss PBRs will be on Nov. 30th at 4 pm. Meetings in the spring will be on Monday/Wednesday and can be canceled if not necessary. There will be some meetings just with members of COPAR to develop priorities. One meeting this fall will be a report from Vice Provost Manos on F&A allocations.

Academic Affairs: Christie Porter

Ms. Porter reported on the meeting the committee held last week. Possible issues for the committee to pursue include the student evaluation system and eLearning initiatives. Reports to the full Assembly on these issues will guide the direction of the committee.

Faculty Affairs: Megan Tschannen-Moran

Ms. Tschannen-Moran was not in attendance to give a report.

5. New Business

Mr. Chason introduced a charge to the Faculty Affairs committee to investigate Handbook issues with the personnel matter above. He emphasized that the charge is not an investigation of the personnel matter, but the general issues that have come to light because of this matter. Some discussion of the case ensued. The motion was moved, seconded and approved by acclamation. The charge is appended to these minutes.

Paul Blossom, Research Clinical Professor of Business, has been brought into the President's office to study how teaching is evaluated.

Ms. Serghi adjourned the meeting at 4:33.

Prepared by Chris Abelt

*Because personnel issues are private, some details have been omitted from the minutes.

Charge to the Faculty Affairs Subcommittee

1. Review university policies that create a Threat Assessment Team and examine those policies for inconsistency or disharmony with the Faculty Handbook.¹
2. Review provisions of the Faculty Handbook that empower the administration to put faculty on interim suspension or reassignment. For example, Section III.F.1.i of the Faculty Handbook allows the Provost to suspend faculty members with pay after consulting with the Executive Committee pending an investigation that the faculty member violated university policy. In contrast, the Faculty Handbook does not expressly give the Provost comparable power to suspend faculty who face termination for medical reasons.² The Committee should review these and other relevant provisions for inconsistency or disharmony.
3. Determine the status of Faculty who are unable to return immediately to work upon the expiration of a medical leave.
4. The Committee should describe its findings in written report to be presented to the Faculty Assembly.
5. The Committee's report should also include a set of recommendations for amending current university policies and the Faculty Handbook.
6. The Committee should discuss policies and the Faculty Handbook with administrators as the Committee believes appropriate. However, the Committee should arrive at its own independent conclusions.
7. The Committee may, if helpful in preparing the report, consider the facts alleged in the memorandum from Geoffrey Feiss *et al.* However, the Faculty Assembly is not asking the Committee to conduct an investigation into those alleged facts, and the Committee should refrain from discussing past personnel actions in its report.
8. In preparing its report, the Committee should consider the application of the Faculty Handbook, other policies, and its own proposals as to tenured, tenure-track, and non-tenure-eligible faculty.

¹<http://www.wm.edu/about/administration/emergency/vpe/threat-assessment/index.php>

²See Faculty Handbook III.H; see also Faculty Handbook I.A.4.c.