

Loyola Marymount University

Faculty Senate Minutes

November 1, 2007

Collins Center

3:00 p.m. – 5:00 p.m.

Present: John Dorsey, Charles Erven, Rudy Fleck, Vicki Graf, Paul Harris, Christina Hennessey, Amir Hussain, Yvette Lapayese, Blake Mellor, K. J. Peters, Nina Reich, James Roe, Jonathan Rothchild, Beth Serlin, Patrick Shanahan, and Seth Thompson.

Excused: Jeffery Davis, Sonny Espinoza, Patricia Douglas, Jok Madut Jok, Lily Khadjavi, Chun Lee, Ellen Ensher, Gary Kulek, Damon Rago, Susan Scheibler, Mel Mendelson, and Jennifer Offenber.

### **Welcome**

President Peters called the meeting to order at 4:02 p.m. A moment of silence was observed remembering Jonathan Evans.

Call for approval of the October 18, 2007 meeting minutes.

### **Approval of Minutes**

**Motion 1: Approval of minutes from the 10/18/07 Faculty Senate Meeting:**

**Motion passed: 15 for, 0 opposed, 1 abstain**

### **Announcements**

- Damon Rago, election officer will be on sabbatical next semester. We may need another election officer for one semester. The other option is to hold elections in November.

### **Discussion**

Q. Is there anyone who would be willing to fill in for one semester?

A. Senator Rudy Fleck volunteered to serve as an elections officer.

Comment: Senator Damon Rago has already done a lot of the work and will be willing to assist with the process.

Comment: In addition, Senator Gary Kulek is out on sabbatical this semester, and we have John Dorsey from Natural Sciences joining us. The by-laws state we must replace a senator by way of vote during the next elections. Another route is to invite John Dorsey as a senate guest, and have Senator Kulek provide a written proxy allowing John Dorsey to vote and represent his constituency.

Q. How should Senator Kulek provide this proxy?

A. He may send it directly to President Peters through e-mail.

### **Reports**

#### **1) Shared Governance**

- Senator Seth Thompson representing the Governance Task Force stated now is an ideal time to do a governance audit to get a look at the big picture. It is important that the Faculty Senate endorse the idea, and the committee will come back to flesh out the work plan. Other universities have implemented extensive audits that will be examined when creating a work plan.
- The Task Force proposes a developmental review to answer these broad questions:  
What is the knowledge base of Shared Governance System at LMU?  
What has been the effectiveness of the Shared Governance System to date?  
What has been the level of participation by faculty in shared governance?  
What improvements could be made to the Shared Governance System at LMU?

### **Discussion**

Q. How does this tie into other efforts that may be looking at similar issues?

- A. Specific issues are being looked at by other groups, but how the faculty is communicating with administrators is not currently an issue being addressed in depth.

Comment: This will follow up on the prior work of the committee on governance, and is a great opportunity to formalize things that are currently occurring on an ad hoc basis.

- Q. Does the committee plan to have a report by the Spring semester?

A. Yes, April is the current goal.

Comment: We are envisioning more than just listening sessions and are planning to implement a comprehensive audit including one-one-one and group sessions, an electronic survey, solicitation of email responses, and an electronic bulletin board that will allow for discussion

- Q. Who is "we" that you are referring to?

A. The committee consisting of senators Seth Thompson, Gary Kuleck, and Sue Scheibler. We would also like to add two more senators. Two of the members are currently on sabbatical but are still very much engaged and dedicated to working on this process.

**Motion 2: Move to accept the *Proposal for Governance Audit* document submitted by the Governance Task Force and charge the task force with the responsibility of leading the audit this Fall and Spring as described in the document.**

**Motion passed: 16 for, 0 opposed, 0 abstain**

## 2) CAO Review/Climate for Faculty to Thrive

- CAO Ernie Rose joined the Senate to discuss three topics, his CAO evaluation, recommendations from the Climate for Faculty to Thrive Report, and his upcoming trip to China with Father Lawton.
- An evaluation report was distributed to senators for review and it was requested that it be returned at the end of the discussion. The document included an introduction outlining the four agreed upon areas of review, a background section explaining the development of the questionnaire, questionnaire results, and a summary of comments. There was a statistically significant 55.7% response rate which included 36% (160) positive comments and 53% (239) comments indicating the need for improvement. The two areas that stood out as of greatest concern were communication and community building. The final general observations section also indicated a high commitment to university success, fairness, and honesty.
- In response CAO Rose acknowledged the evaluation has made him aware of a tendency toward introversion. A point was made that University Hall has really changed the nature of the university and attempts have been made to spend more time on other parts of campus. He stated that everyone needs to take responsibility and claim a sense of community and he is open to any ideas about community building.
- CAO Rose stated that not everybody may understand what his job entails and his approach is very different from Joe Jabbra's which was more geared towards a small baccalaureate college than a growing comprehensive university. The changing university organizational structure has placed an importance on creating different types of leadership. Several new Vice Presidents have been installed and it was emphasized that all of these individuals have real portfolios, and were not ceremonial appointments. Listening sessions on how to reorganize were not held, which may have been perceived as not wanting to meet with faculty, but he believes these appointments are for the betterment of the university. CAO Rose stated he is open to meet with faculty members but doesn't want to cut deals without support from Departments and Deans.
- Another issue discussed was not effective as he could be in terms of representing academic affairs in budget process. He stated that this is the third year with third different budget process. When processes change every year it is very hard to fight through it, and it is not pleasant to make some decisions because there are constraints. Father Lawton is taking a more active role, utilizing consultants to look at issues such as admissions, and the graduate program. University leadership is making concerted efforts to use evidence based research to make decisions, to listen, advocate, and to lead so that in 20 years we will look back and say they had an opportunity and took it. Faculty work and help is vital.

## Discussion

Comment: I have a concern not about any one particular decision, rather about the overall spirit of the university presently. It is definitely becoming a more comprehensive university but there seems to still be uncertainty about what is the vision. The articulation of the overall goal is not there.

Comment: I think that is really fair and would like to return at the end of the semester to discuss this further. A subcommittee is working to write out a vision statement which will be a focus of the Spring academic convocation. Father Lawton's goal of "creating a better version of ourselves" contributed to the need of creating a specific vision statement for Academic Affairs. The statement will strive to set a great tone and be both aspirational and attainable.

Comment: That really honed in on the challenge. What is the academic vision? Father Lawton has never really defined it and with all of the current momentum it is not clear where we look to see who embodies the vision. As the organizational structure has changed, it seems the CAO's role has also changed. The Deans roles have also seemed to have grown in responsibility and lowered in authority. The Deans could possibly meet with a representative of the Faculty Senate to determine and discuss issues.

Comment: In all of higher education the role of Deans has grown in responsibility. Neither I nor Father Lawton try to manage them, they have the authority and independence to do what they think is correct in their college.

Q. What about the shifting of the Deans council from weekly to monthly.

A. It was counterproductive meeting this frequently so it is no longer held weekly.

The Academic Affairs Council meets bi-monthly and are discussing critical issues.

Comment: Dr. Vicki Graf's qualifications have allowed her to be in the permanent role sitting on the Academic Affairs Council and making decisions. There has never been a direct faculty representative before in her (formerly Matt Dillon's) role and this will remain a permanent position as long as I'm CAO.

Q. The job description of the CAO needs to be articulated. Have you thought about ways to get the CAO message across?

A. Last year there were regular department breakfasts and luncheons to discuss

Academia without a set agenda. Maybe this year random selections of faculty will be made.

Comment: There needs to be consideration given for the different generations represented within the faculty.

Comment: Chairs make enormous decisions that affect the entire institution.

Comment: Chair and Faculty development is very important and we are currently looking at a chair development model. When looking at the history of department chairs, we have seen a shift from a professional administrative position to more internal academic position over the years due to budget hits. We may have to look at stipend, as a lot of constraints are put on chairs and not many people are willing to take it on. The goal is to examine leadership roles and look to correct inequities that were both addressed and not addressed on the Climate to Thrive Report.

- An oversight committee consisting of representatives from the Faculty Senate, the Intercultural Faculty Committee, and the Committee on the Status of Women will be created. The committee will meet to discuss the specific charge.

**Motion 3: Move to extend time until 4:45pm.**

**Motion passed: 16 for, 0 opposed, 0 abstain**

- The upcoming trip to Asia will focus on becoming more globally thoughtful in our education, making more opportunities available outside of Europe, and engaging Catholic High Schools abroad. The group including CAO Rose, Father Lawton, Ricardo Machon and Anne Prisco will begin by visiting the Beijing Center a Jesuit study abroad center in China. Loyola Marymount University currently has 2% international students and would like to increase this to 5% through more study abroad participation. Follow up visits by deans may look at the potential for both faculty and student exchanges. We would like LMU to have more of a presence in Asia both for students and faculty.

Comment: The Bellarmine College of Liberal Arts Council spoke about initiatives involving going to China and again this was a situation in which the faculty could have been consulted.

Comment: We brought faculty together for their input and they suggested exploratory trips. The faculty who went to China did this completely on their own. What we would like to do is look at promising opportunities, see who could contribute and focus on what could be built.

Q. Are the Deans aware and can we contact them to express interest?

A. We will be better organized after this trip and will look at actual opportunities for faculty not just interest.

Comment: There was a real moment of leadership when you volunteered to go first on evaluation. Thank you!

## Parking

- Anthony Revelles a thirteen year veteran of Public Safety joined the Senate to discuss university parking. This year student safety is the number one priority due to campus construction. Parking is separated into sectors with resident students assigned to a particular lot. Public Safety is open to suggestions however employee parking has not changed much recently.

Q. How often is employee's parking P1 swept for unauthorized vehicles?

A. Honestly not enough, however we now have a new officer who will be sweeping more regularly between 7am and 3:30pm daily.

Q. What about instances of false parking stickers?

A. None have been found. The new stickers have a bar code making them difficult to successfully duplicate.

Q. Have you noticed the increasing number of people 'inventing' parking spaces? This often results in properly parked vehicles having extreme difficulty leaving their spaces.

A. We have noticed and we are currently waiting approval of 76 new parking stalls which should reduce the occurrence of this.

Comment: It is frustrating for faculty to arrive on campus and circle around the parking deck in University Hall waiting for someone to leave to leave to park. There is not enough parking for faculty.

Comment: Drollinger has an employee lot that usually has spots.

Q. Why not valet Trustee and Regents on P3 on the days of meetings?

A. This would displace students trying to park.

Comment: It should also be known that fire code regulations prevent a lot of potential areas from becoming valid spaces. There are enough spaces to accommodate everyone on campus, but they may not necessary be convenient depending on the time of day.

Q. Has the university looked at carpool options?

A. Yes, but unfortunately they were never able to get enough people to participate in the car pool program despite incentives. There are spots in Drollinger reserved for carpools.

Comment: I would encourage that this be revisited, and look into van transport from the Green line and/or LAX. This would be really helpful.

Comment: There is a new committee on sustainability and environmental stewardship that could possibly look into the issue carpooling and ridesharing.

Q. There are trailers parked that have wiped out the parking for the Science Department. How long will those be there?

A. They are part of the construction equipment and will be moved in January.

Q. I have noticed some spaces marked with spray paint indicating Del Rey parking. Are these legitimate reserved spaces?

A. Yes, they are reserved to unload equipment.

## **New Business**

- The new 2008 Academic Calendar has been posted. There is no Fall break scheduled, and an extra day has been added for the Thanksgiving Holiday.
- President Peters will be attending his monthly fireside chat with Father Lawton on Friday November 2, 2007. Please send any questions to be addressed by e-mail.
- The Senate is awaiting response from Rebecca Chandler the VP of Human Resources regarding the Faculty Leave Policy.
- If Senators have not done so, please ask for time during your departmental meetings to introduce yourself as a Senator and share Faculty Senate business.

Comment: Can we revisit how the CAO evaluation was disseminated?

Comment: Something official such as a Faculty Senate report of the CAO evaluation to share with the faculty would be beneficial.

Comment: The goal will be to ask the CAO if he would have something to disperse to faculty that reports on specifics.

Comment: Human Resources used the CAO job description to design the survey and didn't consult the faculty on its content. The evaluation should be a learning opportunity so I think it needs to be designed differently.

Q. Where are the other Deans with their presentations of their evaluation?

A. The Deans of Liberal Arts, Library, and Science and Engineering have already made their presentations. The Deans of the College of Communication and Fine Arts and School of Film and Television have not yet presented. The deadline is this semester and survey tool for the next run needs to be finalized.

Comment: Two main issues of transparency and communication brought out through the CAO evaluation played out here as we do not have a document to distribute or clear plan of how to proceed.

Q. Where do the Chairs fit into future evaluation efforts?

A. There is not a concern about communication, but a good Dean's evaluation tool could be easily translated to evaluate department Chairs.

### **Motion 4: Move to adjourn**

**Motion passed: 16 for, 0 opposed, 0 abstain**

The meeting was adjourned at 5:00pm.

Submitted by: Patrick Shanahan

Prepared by: Robert Houghtaling