

Loyola Marymount University

Faculty Senate Minutes

May 1, 2008

Collins Center

3:00 p.m. – 5:00 p.m.

Present: John Dorsey, Ellen Ensher, Rudy Fleck, Vicki Graf, Paul Harris, Christina Hennessey, Lily Khadjavi, Chun Lee, Blake Mellor, Jennifer Pate, K. J. Peters, James Roe, Susan Scheibler, Beth Serlin Patrick Shanahan, Seth Thompson and Philip Wander.

Excused: Jeffery Davis, Patricia Douglas, Charles Erven, Sonny Espinoza, Amir Hussain, Jok Madut Jok, Gary Kuleck, Yvette Lapayese, Damon Rago, Jonathan Rothchild, Nina Reich, and Mel Mendelson.

### **Welcome**

President Peters called the meeting to order at 3:05 p.m. A moment of silence was observed for Fr. Cain who is scheduled for back surgery next week.

Call for approval of the April 10, 2008 meeting minutes.

Motion 1: Approval of the 4/10/08 meeting minutes.

**Motion passed 10 for, 0 against, 0 abstain**

### **Reports**

#### **1) Transportation Alternatives/ Commuter Incentives: Diane Meyer**

- There are not only environmental but large financial reasons to implement commuter incentive programs. The university pays approximately \$7,000 per parking space and \$700 yearly to maintain each space. Approximately 72 colleges have implemented computer programs saving 86 million dollars in gasoline costs. Some different ideas for LMU are:
  1. Providing a transit pass for faculty and students, similar to Santa Monica College
  2. Pay a monetary amount for not bringing a car to campus
  3. Bicycle workshops for bikers
- We need more campus awareness surrounding this issue. Los Angeles is among the worst cities in the country for number of hours spent in traffic and for air quality. A large number of faculty and staff live along the blue line and a shuttle from the green line could also accommodate other riders.

Comment: Thanks. There is a new environmental leadership committee that could also help with this effort. Another incentive could be providing a membership at the Burns Recreation Center.

Comment: A database for ride sharers could be beneficial.

Comment: A bike sharing program on campus would be nice. The long term benefits of biking and facts such as per mile biking is safer and provides better air quality than vehicles could be utilized.

Motion 2: The Senate charges Diane Meyer and John Dorsey to assemble a senate committee on transportation.

**Motion passed 15 for, 0 against, 0 abstain**

### **Rank and Tenure Task Force: Vicki Graf**

- The task force has been meeting all semester and looking at a variety of topics such as voting and departmental discussions. One part of the review has been looking at processes across colleges and schools. There is a lack of consistent policies which can potentially put candidates at risk. The task force will put forward the following recommendations before the senate today.

Motion 3: It is moved that we approve the recommendations of the President's Task Force on Rank and Tenure as amended.

1. There be a written protocol related to the department voting procedure for tenure and/or promotion including the ballots, the writing of the meeting summary, the verification of the meeting summary by signatures, and the handling of the ballots after voting

2. There be standardized instructions to be read to each department at the tenure and/or promotion meeting regarding the voting procedures and the meeting summary

**Motion passed 16 for, 0 against, 0 abstain**

Motion 4: Move that we approve the motion correction to the By-Laws of the Committee on Rank and Tenure.

A. All ballots used during the tenure and/or promotion process will be printed, distributed and collected by the office of the CAO in a secure, accountable manner. Departments are required to use ballots printed in the CAO office and distributed to the respective Dean's office.

B. Abstentions arising at any point of the tenure and/or promotion process do not count for or against the candidate in the rank and tenure process.

**Motion passed 16 for, 0 against, 0 abstain**

Motion 5: Move that we approve the motion Addition to the By-Laws of the Committee on Rank and Tenure.

- A. Amendments to the by-laws may be proposed at any meeting of the Committee, but they shall not be voted upon until the next meeting. After an amendment has been proposed, notice of the proposed amendment shall be sent in writing to all members of the Committee at least one week before the meeting during which the proposed amendment is to be voted upon. A simple majority of the Committee shall suffice for approval of an amendment, except in the case of any amendment to Article I. where a two-thirds vote of approval shall be required in addition to the approval of the Faculty Senate and the President of the University.

*Further*, all amendments made by the members of the Committee on Rank and Tenure that have not achieved a majority vote of the Faculty Senate are declared invalid.

The chair of the Committee on Rank and Tenure is hereby directed to identify and report all invalid amendments to the Faculty Senate. The Chair may request that the Faculty Senate consider the invalid amendments for adoption.

**Motion passed 13 for, 0 against, 0 abstain**

Comment: I'm concerned that there could be extra ballots floating around. I would like to see if we could have the ballots printed on a unique paper that is difficult to duplicate?

Comment: Adding procedures to the Rank and Tenure process at the faculty level is important.

Comment: In small departments it seems unfair to not allow a percentage of department member to vote.

Motion 6: Move that the Senate's administrative coordinator provide the Deans and CAO with the revised Rank and tenure By-Laws.

**Motion passed 13 for, 0 against, 0 abstain**

Comment: The letter before us brings up the question on how to appeal a Rank and Tenure decision. Grievance has always handled this in the past, but now there is a different problem here.

Q. Would it be appropriate for grievance to look at this again since there is a separate case here separate from the first?

A. Yes

Comment: The Faculty Senate has the ability to present a grievance on behalf of any faculty member.

Comment: The new process would require any negative Rank and Tenure decision to be sent to an independent committee. This case exemplifies why this may be necessary.

Q. Does the grievance committee meet over the summer?

A. Not sure. If not, we should expect the committee to report to the Faculty Senate on what works and what is not working.

Motion 7: The decision of the Rank and Tenure process having been reached, the Faculty Senate directs the grievance committee to hear the Hammer's case.

**Motion passed 13 for, 0 against, 0 abstain**

## **Election of New Officers**

A vote was held and the following senators were elected to office for the 2008-2009 year.

Fourth member: Vicki Graf  
Secretary: Christina Hennessey  
Vice President: Patrick Shanahan  
President: Seth Thompson  
Parliamentarian: Phillip Wander

## **Swearing in of new senators**

President Peters thanked senators for their efforts and highlighted some of the year's achievements which included:

- Amending the Faculty Handbook
- Working on procedures for junior faculty
- Looking at Faculty Housing Options and Orientation
- Reviewed Administrators
- Were not distracted by coffee prices and parking issues

New senators were sworn into office and the senate was directed to the bar.

The meeting was adjourned at 4:30pm.

Submitted by: Patrick Shanahan

Prepared by: Robert Houghtaling