

MEETING OF THE LEHIGH UNIVERSITY FACULTY SENATE

Minutes of the Meeting held on May 5, 2023, at 1:10 pm

RBC 141 and Via Zoom

Do the Minutes include R&P Changes? Yes/~~No~~
Do they require Board of Trustees approval – Yes/~~No~~

Faculty Senate Chairperson Professor Frank Gunter called the meeting to order.

The roster of senators present for the meeting appears in Appendix 1.

[Appendix 1 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

1. Minutes of the Prior Faculty Senate Meeting

Professor Frank Gunter called for any corrections to the minutes of the combined Faculty Senate and the Lehigh University Faculty meeting of 04/14/2023. A motion to approve the meeting minutes was made and seconded. The Senate unanimously approved the minutes.

The approved minutes are available at <https://facultysenate.lehigh.edu/meeting-minutes>.

2. Memorial Resolution for Professor Emeritus Carl Beidleman (College of Business)

Professors Rick Kish presented a Memorial Resolution for Professor Emeritus Carl Beidleman. Senators observed a moment of silence. They approved the motion to include the resolution in the meeting minutes. The memorial resolution is available in Appendix 1.

[Appendix 2 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

3. Senate Chairperson's Remarks

Senate Chairperson Frank Gunter provided an update on the following items.

- i. Reconciliation of CIM and R&P
Registrar has been requested to streamline the process

- ii. Committee Annual Reports (Standing Committees)
A consistent process should be followed, including briefing the Lehigh Board of Trustees.
- iii. Graduation regalia from PDA (Committee to Revise Lehigh's Travel and Business Expense Policy)
A letter has been sent from the Senate Executive to the Provost's Office
- iv. Grading by College (Institutional Research)
The 2016 study of grade distribution across colleges will be repeated.
- v. Annual Faculty Salary Report (Faculty Subcommittee)
Not presented during this meeting. This will be taken up at a subsequent meeting (in response to Professors Clay Naito, Damien Thevenin, and Al Wurth)
- vi. Revised CAS BA/BS Curricula
These changes have been reviewed and approved.
- vii. Faculty Voting Rules by Colleges
The procedures for faculty voting (whether term faculty can vote on specific issues) at the college level should be decided by the individual college faculty.

4. Discussion on Senate Closed Retreat scheduled for May 9, 2023

There was a discussion regarding the upcoming retreat. The following were the salient points made.

- The retreat will focus on the nature and future of shared governance at Lehigh. President Joe Helble will share his views. (Professor Frank Gunter)
- Pre-reads on Senates and Shared Governance would be available before the meeting [Professor Frank Gunter]
- The retreat would be in-person only to enable a frank discussion; if necessary, senators should send proxies [Professor Frank Gunter]
- The issues already identified by the polling of the senators would provide a basis for discussions with the President.
- We should have clear goals for the discussion. [Professor Nancy Carlisle]

- After the retreat, the entire Lehigh faculty can be polled about issues important to them. [Professor Frank Gunter]
- We have poll fatigue. We should use the items already identified by senators as a basis for discussion. [Professor Peter Zeitler]
- The polling of senators was good; some significant issues were identified. [Professor Mayuresh Kothare]
- The senators should continue the discussion after the President leaves the retreat. [Professor Damien Thevenin]

Professor Sara Kangas moved that the meeting be closed to senators and their proxies. The proposal was seconded. The senators approved the motion (19 – yes; no negative vote).

5. Update on Approved changes to R&P – No further Senate action is required

- a. R&P 2.2.22 Voting Members (Forwarded to BoT)
- b. R&P 3.2.7 Cross Registration with Other Institutions or Organizations (Forwarded directly for insertion in R&P)
- c. R&P 3.8.6 Grade Reports (To R&P)
- d. R&P 3.15.1 Summer Sessions (To R&P)

Professor Frank Gunter noted that changes to R&P Section 3 would become effective once the minutes are approved.

6. Consent Calendar

Second Readings of R&P Changes (Consistent with R&P 1.2.6.2, these changes will be deemed approved for their second reading unless one or more Senators want a proposed change pulled from the calendar for discussion or vote. Approved Section 2 changes require an electronic vote of the university faculty, while approved Section 3 changes are forwarded directly for insertion in R&P.)

- a. R&P 2.10 Graduate Assistants
- b. R&P 2.11 Research and Graduate Project Assistants (Delete if changes to R&P 2.10 are approved)
- c. R&P 3.21.1 Graduate Admissions
- d. R&P 3.14.5 Special Undergraduate Course Opportunities (Minor addition to be consistent with revised R&P 3.21.1)
- e. R&P 3.11.1 Graduation Honors
- f. R&P 3.14.5.2 Cooperative Undergraduate Education (Delete)
- g. R&P 3.15.2 Winter Intersession (Delete)

Since no senator asked for the above items to be discussed, the above items are deemed approved.

The Approved wordings for the various changes are given below.

R&P 2.10 Graduate Assistants (GAs)

Graduate students at Lehigh University may be appointed to three types of academic Graduate Assistantships: Graduate Research Assistants (GRA), Graduate Teaching Assistants (GTA), and Graduate Project Assistants (GPA).

Graduate Research Assistants (GRAs) are graduate students who receive a stipend and/or tuition remission for participating in a research program that allows them to meet requirements for the degrees sought or is supported by grants. GRAs must be candidates for graduate degrees who devote full time to a program of graduate work (which may include teaching, research and other academic activity as well as courses).

Graduate Teaching Assistants (GTAs) are graduate students who receive a stipend and/or tuition remission for assisting in the delivery of courses. The duties of GTA may include, but are not limited to, grading, monitoring, leading lab and/or recitation sessions, and offering office hour assistance to students. The duties are performed under the supervision of faculty. GTAs who are more educationally advanced or experienced may be appointed as senior GTAs to teach classes.

Graduate Project Assistants (GPAs) are graduate students who receive a stipend and may or may not receive tuition remission for providing assistance in administrative, educational, or research projects. A GPA does not teach a class, recitation, or laboratory. The research project need not be part of the GPA's graduate work that fulfills the GPA's graduate degree.

R&P 2.11 Research and Graduate Project Assistants

Section Deleted

R&P 3.21.1 Graduate Admissions

Undergraduate students who have achieved junior standing and a grade point average of 3.0 or greater may petition the Committee on the Standing of Graduate Students (SOGS) for permission to register for graduate level coursework. Undergraduate students may also request permission from the college administering the graduate program to apply course credits taken as an undergraduate toward a graduate degree. The following guidelines should be followed:

- 1. No undergraduate student may take 400-level courses during a term where the student's total credits are greater than 18 (including audits).**
- 2. Students requesting a second 400-level course in a given term must petition the Standing of Graduate Students committee and may not register for more than 15 credits total in that term.**
- 3. An undergraduate student may request permission to use no more than 12 credits (with a maximum of 6 credits at the 400 level) taken as an undergraduate toward a graduate degree. These courses must be at the 300 and 400 level and beyond all undergraduate degree requirements. Courses at the 200 level must be approved by the course instructor, department chairperson, and the appropriate college dean to be considered eligible for a graduate program credits. The course credits may not have been submitted as part of the requirements for a previous degree. A grade of B or better must be attained.**
- 4. Students who elect to pursue a graduate degree at Lehigh University must apply to their program of interest through the graduate application process. Students may elect to reserve credits either before or after their official graduate application is completed, but before the baccalaureate degree is awarded.**
- 5. All students receiving a graduate degree must be enrolled at least one full semester or summer as a regular-status graduate student prior to the awarding of a graduate degree.**

R&P 3.14.5 Special Undergraduate Course Opportunities

No changes to current R&P 3.14.5.1 and 3.14.5.2.

Add a new R&P 3.14.5.3.

R&P 3.14.5.3 Courses applied to graduate degrees or programs

Undergraduate students who are interested in taking courses that could be applied to graduate degrees or programs, refer to section 3.21.1 for additional requirements.

3.14.5.2 Cooperative Undergraduate Education

Section deleted.

3.11.1 Undergraduate Graduation Honors

For the purposes of graduation honors calculations, courses taken more than once at Lehigh will only have the most recent grade used in the calculation. Students must meet the regular residency requirement (90 credits of graded coursework, excluding pass/fail) to be considered. Transfer Credits do not count toward GPA and hence are not included when considering Graduation Honors.

***Students who spend part of their career at another institution, or are transfer admits to degree programs and have fewer than ninety hours of in residency courses, may qualify for graduation honors under the following condition:
The student must have at least sixty credit hours of regularly graded (not pass/fail) courses that meet Lehigh's residency requirement.***

3.15.2 Winter Intersession

Section deleted.

7. New Business

The senators discussed several issues during this segment. Many focused on the Faculty Senate priorities during 2023-24. Salient points are summarized below.

- Cost of Living increases should be a priority; due to high inflation, faculty members effectively had a pay cut during the last couple of years. The effects become more severe due to compounding. [Professor Al Wurth]
- The absence of merit raises and retirement contributions by the University during the Covid year should be considered. [Professor Nancy Carlisle]
- Restoring the reductions due to Covid-19 does not appear to be feasible. [Professor Frank Gunter]
- Equity in faculty service and who gets paid for what service should be examined. 40-40-20 is fiction. [Professor Peter Zeitler]
- Issues that need clarification: (1) Is advising teaching or service? (2) Are journal editorial board activities service or research? (3) Ad hoc committees, such as LTS, athletics, etc., must become standing committees to account for faculty contributions accurately. [Professor Frank Gunter]

- Office space issue needs serious consideration. Space requirements for the expected move of the College of Education to the Asa Packer Campus must be considered. [Professors Sara Kangas, Kristi Morin, Clay Naito, and Ethan Van Norman]
- The confidentiality and privacy needs of faculty offices should be considered as well. Surprisingly, R&P does not mention faculty office space. [Professor Frank Gunter]
- We are expected to be available 24 hours due to online options; Senate meetings should be flexible, with Zoom options always available. [Professor Al Wurth]
- Office space may be more challenging to incorporate into the R&P. More broadly, working conditions should be addressed in the R&P. [Professor Peter Zeitler]
- There is inequity in the distribution of office space across colleges and departments. [Professor Dinissa Duvanova; Professors Hyunok Choi, Eugene Han, Sara Kangas, and Mayuresh Kothare concurred]
- Faculty oversight of creative inquiry projects at the mountaintop campus should be streamlined. [Professor Hynok Choi]
- Summer compensation policy should be adjusted, and faculty should be provided more support – for example, when a faculty member is 100% employed for externally funded research, how can other activities, such as email communications, student advising, etc., be accommodated? The Faculty Senate should do something. [Professors Sara Kangas, Kristi Morin, Clay Naito, and Peter Zeitler]
- Mountaintop projects are becoming more and more faculty-supervised, mitigating the oversight issue somewhat. [Professor Mayuresh Kothare]
- The Faculty Senate should take up the issues of faculty morale, salary raises, and faculty cafeteria. [Professor Nancy Carlisle]
- A critical examination of the summer compensation should be done to encourage faculty involvement. [Professor Kristi Morin]
- Lehigh does not seem to have an effective internal auditing mechanism. The recently introduced “learning unlimited” (students paying a fixed fee of \$575 for all their textbooks) does not seem well thought out or properly evaluated. Prior cases of corruption in federal grants and financial irregularities in athletics are not publicized, but they eat into faculty morale. The Faculty Senate should do something about these issues. [Professor Dinissa Duvanova]

- It is not clear if the “learning unlimited” covers only textbooks or if it also covers materials and software. [Professor Will Lowry]
- Faculty were not consulted before introducing the “learning unlimited” plan; shared governance should involve timely consultation with the faculty and reporting such consultations. [Professor Nancy Carlisle]
- Department Chair and other leadership appointments are sometimes made without consultation with the faculty. [Professor Sara Kangas]
- The Faculty Senate should focus on how we can enhance Lehigh’s reputation and rankings. Decreasing rankings is problematic and does not help in faculty retention. [Professor Mayuresh Kothare]
- Regarding the perception of a lack of shared governance, we should focus on examining systemic and process problems. We should focus on action in addition to talking about the issue of shared governance. [Professor Beibei Dong]

8. First Reading: Revisions to R&P 2.2.12: Retirement

Professor Frank Gunter introduced the proposed changes for a first reading. The motion is available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/R%26P%202.2.12%20Emeriti%20Faculty%2028Apr23.pdf>

The following points were made during the ensuing discussion.

- The inclusive language of “they” should be used instead of “he or she.” [Professor Will Lowry]
- The eligibility for benefits after attaining the emeritus status should be clarified (e.g., college tuition benefits for children). [Professor Clay Naito]
- The benefits available to emeriti faculty, such as email, parking, etc., must be codified. [Professor Peter Zeitler]
- The language needs to differentiate between retirement and resignation. The first sentence of the section needs to be modified. [Professors Nancy Carlisle and Damien Thevenin]
- Can emeriti faculty engage in teaching at other institutions? [Professor Clay Naito]

- Corresponding changes and rewording should occur in R&P 2.2.11 and reflect the proposed changes.
- Research faculty members are included in this proposed revision. [Professor Frank Gunter in response to Professor Clay Naito]
- The point for the need for more clarity in the language is well taken. The second reading will involve a revised version of the proposal. [Professor Frank Gunter]

Respectfully submitted by

A handwritten signature in cursive script that reads "Siva". The signature is written in black ink and is underlined with a single horizontal stroke.

K. Sivakumar ("Siva")
Arthur Tauck Chair and Professor of Marketing
Secretary of the Faculty