

LEHIGH UNIVERSITY FACULTY SENATE

Minutes of the Meeting held on April 2, 2021, 1:00 pm

Via Zoom

Faculty Senate Chair Professor Kathy Iovine called the meeting to order.

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

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

1. Minutes of the Faculty Senate Meeting of 03/05/2020

Professor Kathy Iovine called for any corrections to the minutes of the Faculty Senate meeting of 03/05/2021. A motion to approve the meeting minutes was made and seconded. The minutes were unanimously approved.

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

2. Update University Budget

Mr. Jim Quinn (Director, Financial Planning and Analytics) and Mr. Warren Loller (Director, Budget Office) provided an update on the Lehigh University budget. The slides used are available in Appendix 1 and Appendix 2.

[Appendix 2 and Appendix 3 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

Salient points made during the presentation and the ensuing discussion are given below.

- Faculty should be involved in decisions on making strategic investments of cost savings during the pandemic. [Professor Jeremy Littau]
- The administration should consider reimbursement of faculty expenditures incurred for upgrading their home offices for teaching. [Professor Josh Pepper]
- Deans are involved in the budget planning process. [Mr. Warren Loller]
- Human Resources Office is working on a remote work policy for staff. [Mr. Jim Quinn]

- It would be helpful to know the faculty numbers over the years separately for tenure track faculty and others. [Professor Kathy Iovine]
- Additional data is being collected with the help of the Office of Institutional Research and Strategic Analysis to provide a more detailed picture. [Mr. Jim Quinn in response to Professors Kathy Iovine and Frank Gunter]
- The value of Lehigh's endowment is at an all-time high. [Mr. Jim Quinn]
- The addition of a "wellness fee" for graduate students will be a problem. More careful consideration should be given in assessing such fees. [Professor Josh Pepper; Professor Jenna Lay concurred]
- What is the approval process for introducing fees for graduate students? We should consider whether graduate students are using the health services as much as undergraduate students and whether charging the same amount for all students is fair. [Professor Jenna Lay]
- The senior administration compares Lehigh's tuition and fees with peer schools before deciding; currently, they are below those of our peer schools. [Mr. Warren Loller]
- Faculty salary raises of the order of 1.5% are not actually merit raises. Considering the inflation, they should be called cost-of-living adjustments. [Professors Frank Gunter and Tony DiMaggio]
- Lehigh is indeed suing a fund manager for a negative 90% return on the portfolio; however, this portfolio represents a small portion of Lehigh's endowment. [Mr. Warren Loller and Mr. Jim Quinn in response to Professor Frank Gunter]
- Gifts are for specific purposes, and they cannot be used toward operating expenses during a pandemic crisis. [Mr. Warren Loller in response to Professor Sara Kangas]
- There will not be any inequity in the restoration of Lehigh retirement contributions effective July 1, 2021. However, more clarifications will be given about the issue so that faculty can understand the subject better [Mr. Jim Quinn in response to Professor Jenna Lay's concern that there could be differences between faculty who are on a 12-month pay schedule and faculty who are on a 9-month pay schedule]
- If external grants cover the retirement contributions during the summer, they will not be taken away. [Mr. Warren Loller in response to Professor Clay Naito; Mr. Loller will verify if this indeed is the case]
- Annual updates to the Senate by the Budget Office will be provided with additional documentation given as needed. [Professor Kathy Iovine]

3. Graduation Motions

The following graduation motions were moved, seconded, and passed. They are given in Appendix 4.

[Appendix 4 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

4. Second Reading: Proposal to remove harassment policy from the Appendix of R&P

The motion was put to the vote and passed. The related documents are available at <https://facultysenate.lehigh.edu/meeting-documents>

5. Second Reading: R&P 1.3.2.2 GRC Ex Officio Members

Since this motion was tabled in the previous meeting, Professor Gunter moved to reintroduce the motion for its second reading. The proposal was voted on and approved by the Senators. Professor Michelle LeMaster explained that the proposal to disallow ex officio members from voting is consistent with the long-standing practice at the Graduate and Research Committee (GRC); since GRC is a recommending body with the final approval resting with the Provost, GRC should reflect an independent faculty voice.

Professor Jenna Lay noted that—in line with the R&P language regarding the Faculty Senate—it is important to clarify that ex officio members do not vote in other committees as well.

The motion to amend R&P 1.3.2.2 was put to the vote and passed. The revised text is given below.

Proposed Change to R&P 1.3.2.2 Graduate and Research Committee.

The committee considers policies and procedures related to graduate education and research.

The responsibilities and duties of the committee include, but are not limited to:

1) Develop general policies and procedures related to graduate education and research activities. These are submitted to the Faculty Senate for approval;

- 2) Review the appropriateness and quality of graduate programs and research activities in relation to the educational objectives of the university;**
- 3) Review and approve substantive graduate course changes and curriculum proposals (see section 3.2.1) submitted by the colleges. The Graduate and Research Committee (GRC) shall send approved proposals to the Educational Policy Committee for informational purposes prior to the GRC submitting them to the Faculty Senate;**
- 4) Interpret and apply faculty rules concerning student or department appeals of petition decisions;**
- 5) Establish policies for awarding fellowships and scholarships to graduate departments and programs;**
- 6) Recommend approval of the formation or termination of research centers and institutes;**
- 7) Recommend policies and procedures to stimulate and coordinate research-related activities.**

The committee consists of fourteen elected faculty members, eleven ex officio members (nonvoting), and four additional non-voting members. The faculty are elected by their colleges to three-year, staggered terms, four from the College of Arts and Sciences, two from the College of Business, four from the P.C. Rossin College of Engineering and Applied Science, two from the College of Health, and two from the College of Education. Ex officio members (non-voting) are the Vice President and Associate Provost for Research and Graduate Studies, the Assistant Vice President of the Office of Research and Sponsored Programs, the Deputy Provost for Graduate Education, a designated Associate Dean from each of the five Colleges, and the Associate Dean of Graduate Student Life. The Registrar or his/her delegate serves as a non-voting member of the Graduate and Research Committee. Two graduate students selected by the Graduate Student Senate, and one undergraduate student selected by the Student Senate, also serve as non-voting members.

One of the elected faculty members shall chair the committee or two elected members shall co-chair the committee. The term of the chair/co-chairs begins on July 1.

The minutes of the committee are sent to the Faculty Senate President and posted on the Lehigh University faculty website.

The committee chairperson (or another committee member) serves as an ex-officio member in the Senate Subcommittees on Research and Academic and Student Affairs.

6. Goals/proposed agenda items for the Senate Retreat - May 13, 2021

Professor Kathy Iovine shared a draft of the agenda items for the proposed Senate Retreat and sought feedback. The draft is available in Appendix 5.

[Appendix 5 available at <https://facultysenate.lehigh.edu/meeting-minutes>]

The following are the salient points made during the discussion.

- In addition to the process of faculty governance, we should work on the culture. Last-minute consultations by the senior administration do not help; significant initiatives should be discussed with the Faculty Senate well in advance. [Professor Peter Zeitler]
- Early faculty feedback is also helpful to the senior administration, and developing these processes more fully should benefit everyone; the Senate handbook should also elaborate on the Faculty Senate subcommittees' role. [Professor Jenna Lay]
- The Senate handbook should identify the relevant faculty to be consulted on different issues. [Professor Jeremy Littau]
- The Senate handbook should also describe how the Lehigh community can offer feedback to the Senate. [Professor Angela Hicks]

7. Other Items Discussed

- There is a lack of formal feedback by the Faculty Senate on the Diversity, Equity & Inclusion strategic plan. The Senate subcommittee did pass on their concerns to the Vice President for Equity and Community. [Professor Jeremy Littau]
- There is some resistance to include the issues related to the Greek Life in the Diversity, Equity, and Inclusion strategic plan. [Professors Jeremy Littau and Angela Hicks in response to Professor Kathy Iovine's point that the influence of the Greek Life on campus should be incorporated in the plan]
- The Faculty Senate should seek a broader discussion, including Greek Life from the Vice President for Student Affairs. [Professor Jenna Lay]
- The current version of the Diversity, Equity & Inclusion strategic plan has no specifics on implementation; furthermore, there is an absence of discussion about issues related to disability. The Faculty Senate retreat can be a starting point for implementation. [Professor Jeremy Littau].
- Graduate student concerns should be carefully considered before decisions are taken about fees or other expenses that are perceived as hidden. Graduate students should not be asked

to pay these additional fees, such as the wellness fee. We need data on how the graduate students use wellness and counseling centers. [Professors Josh Pepper and Jenna Lay]

- These concerns will be raised with the Provost next week when he meets with the Senate Executive Committee. [Professor Kathy Iovine]
- There are a lot of concerns about instructional modality in Fall 2021. There is a need for more clarity. What if a professor does not show up? [Professor Peter Zeitler]
- A remote work policy is being developed by Human Resources. Hybrid instruction is challenging without adequate support from the University. [Professor Kathy Iovine]

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