

# LEHIGH UNIVERSITY FACULTY SENATE

Minutes of the Meeting held on September 4, 2020, 1:00 pm

Via Zoom

Faculty Senate Chair Professor Kathy lovine 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 08/05/2020**

Professor Kathy lovine called for any corrections to the minutes of the faculty senate meeting of 08/05/2020.

A motion to approve the meeting minutes was made and seconded. The minutes were unanimously approved.

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

## **2. Memorial Resolution for Professor Vincent Grassi**

A Memorial Resolution for Professor Vincent Grassi (Professor of Practice in the Department of Chemical and Biomolecular Engineering) was presented by Professor Mayresh V. Kothare. Senators observed a moment of silence to honor Professor Grassi's memory. They approved the motion to include the resolution in the meeting minutes. The memorial resolution is available in Appendix 2.

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

## **3. Updates on the University Budget**

Vice President for Finance & Administration Patricia Johnson provided an update on Lehigh's budget situation. The following are the salient points made during the update and the ensuing discussion. Unless otherwise noted, the points were made by Vice President Patricia Johnson.

- With the cancellation of merit raises, and suspension of Lehigh's contribution to faculty retirement, and savings obtained from the suspension of travel and entertainment expenses, the overall financial situation is not worse than anticipated in the summer.
- Total student enrollment is down by some 130 students.
- Covid-19 related expenditure is some \$4.5M. Much of it is likely to be reimbursed to the University.
- The estimated budget shortfall for 2020-21 is \$38M under the best-case scenario and \$50M under the worst-case scenarios. Cost savings of \$35M have been identified.
- An additional update will be provided after the 10<sup>th</sup> day of classes for Fall 2020. [In response to Professor Jenna Lay]
- It is useful to put this information on the Senate Portal. [Professor Parveen Gupta]
- Lehigh's Board of Trustees (BOT) will approve the budget during its October 2020 meeting.
- Although merit raises not being awarded this year, salary bumps associated with faculty promotions are being implemented. [In response to Professors Jeremy Littau and Clay Naito]
- Restoration of retirement contribution is a priority, but the timing of restoration is not certain. However, the already missed contributions are unlikely to be reimbursed. [In response to Professor Frank Gunter]
- The construction of the Health College is expected to cost another \$105 Million. Suspending ongoing construction projects is not advisable because it is the opinion of the administration that a partially completed building would not look good and may impact future enrollment. However, new construction projects are on hold. [In response to Professor Clay Naito who inquired on the costs of the Health College and whether there was any consideration to put the project on hold to balance the University budget]
- Graduate enrollment is the same as last year.
- Efforts are being made by the Office of International Affairs to retain international students. [In response to Professor Parveen Gupta]

- Despite the budget shortfall, academic support is an area strategic increase. [In response to Professor Jeremy Littau’s comments about more students needing counseling for mental health issues]

#### **4. Discussion on “Hawk the Vote”**

Mr. David Owolabi presented the details of “Hawk the Vote.” The proposal is available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/Hawk%20the%20Vote%20Formal%20Pitch-Final%208-19.pdf>

Many senators spoke in favor of the idea. Some faculty members said that there is a need for more clarification on (1) the scheduling of exams [Professor Frank Gunter], (2) classes that meet once week [Professor George Nation], (3) the need for a short-term approach for the current semester with something more concrete for the future [Professors Jenna Lay and Josh Pepper], (4) making the election day as a university holiday to prevent different courses being affected differently [Professor Yaling Liu], (5) implementation for staff members especially those paid by the hour [Professor Ageliki Nicolopoulou], (6) the need for figuring some solution even though it is not possible to achieve perfection [Professor Jim Gilchrist], (7) encouraging mail-in ballots and providing activities that students can engage in during the day [Professor Angela Hicks], (8) recognizing that service learning aspect should not be lost [Professor Jeremy Littau], (9) the need to consider rescheduling of exams scheduled for the day after the election day as well [Professor Doug Mahony], and (10) examining other elections such as primary and local elections [Professor Josh Pepper].

Mr. David Owolabi thanked the faculty for their comments and noted that the proposal is a draft idea, and additional work is needed.

A “Sense of the Faculty” motion was proposed and seconded. The Senate the motion overwhelmingly (96% to 4%). The approved motion is available in Appendix 3.

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

#### **5. Second Reading: Faculty Ranks Proposal**

The proposal is available at <https://facultysenate.lehigh.edu/meeting-documents>

Professor Frank Gunter noted that consultation with Provost Nathan Urban and Deputy Provost for Faculty Affairs Jackie Krasas revealed that the proposal might need significant changes in implementing the proposed changes. Furthermore, additional work is required regarding the terminology for faculty ranks and titles [Professor Yaling Liu], going beyond

the “time in rank” and establishing other suitable standards for promotion of POPs [Deputy Provost for Faculty Affairs Jackie Krasas], and understanding the complexities with rolling contracts [Deputy Provost for Faculty Affairs Jackie Krasas].

A motion to send the proposal back to the (former) Senate Subcommittee was made and seconded. The motion was approved overwhelmingly (96% in favor and 4% against).

## **6. First Reading: R&P 3.7.1 Quizzes/examinations during the final five days of the semester**

The proposal is available at

<https://facultysenate.lehigh.edu/sites/facultysenate.lehigh.edu/files/R%26P%203.7.1.pdf>

The proposal was made and seconded. During the ensuing discussion, several issues were raised: (1) Need to consider whether projects carrying a large portion of the course grade should be included in the proposal [Professor Parveen Gupta], (2) need to clarify the wording related to projects, exams, and quizzes [Professors Jim Gilchrist and Jenna Lay], (3) need to recognize that the syllabi for the current semester are already final and thus making changes at this stage is problematic [Professor Jenna Lay; supported by Professor Ageliki Nicolopoulou], (4) need to address the issue of multiple mid-term exams [Professor Jim Gilchrist], (5) need to arrive at the right percentage after broad-based discussion [Professor Damien Thevenin], and (6) need for deliberate approach since this is not an emergency [Professor Jeremy Littau].

Professor Kathy Iovine noted that the Senate Subcommittee and Educational Policy Committee would consider these points before bringing the item back to the Senate.

## **7. Discussion of Spring Academic Calendar**

Professor Kathy Iovine said that Lehigh is considering several options for the Spring 2021 Academic Calendar:

- Delaying the start of the semester by a week and eliminating spring break
- Delaying the start by ten days, eliminating spring break, and postponing the final exams

Professor Kathy Iovine and Registrar Steve Wilson noted that that the due date for faculty submission of student grades will be delayed until after the Commencement to accommodate the second option. They also said that no change is proposed to the start date of the summer semester or the date of Commencement. Professor Iovine noted that faculty members could provide their feedback on these options to the senators. The input will be synthesized and communicated to Provost Nathan Urban.

The meeting was adjourned at 2:50 pm.

Note from the Secretary of the Faculty: To help in the accurate preparation of the minutes, the Secretary of the Faculty is making an audio recording of Faculty Senate meetings. He will be pleased to stop the recording if anyone requests before they speak. The recordings will be deleted after the approval of the minutes.

**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**