

**Meeting Minutes**  
**April 11, 2022**  
**Meeting between President Newsom**  
**and**  
**The Faculty Senate Executive Committee**  
**2:00-3:00 pm**

**2021-22 Executive Committee**

Acting Chair, Kate Shannon  
Past-Chair, Randy Clark  
Archivist, William Fridley  
Parliamentarian, Chaehyun Lee  
Treasurer, Stan Alluisi  
Recorder, Matthew Sparacio

**University President**

Thomas Newsom

**V.P. Academic Affairs**

Teresa Golden

**I. Appointment Letters, Salary Card, and COLA**

- We request that the APPM 4.1.1.1.a be modified to include the following:  
All faculty, regardless of tenure status, be notified yearly of our salaries; as noted in APPM 4.1.1.3, the university cannot obligate funds beyond the current fiscal year. Therefore, we are asking that an Appointment Letter that includes salary, years employed, and contracted teaching load (e.g., 12-hours per semester for most full-time faculty and 15-hours per semester for some Instructors) be sent to each full-time faculty after July 1st but before the beginning of fall classes each year.
- This is a follow-up to the FS motion of [September 30, 2020](#). Some faculty received a Faculty Compensation Statement from Human Resources in August 2021. This is a good start. We ask that the letters for 2022-2023 also include years employed, and the contracted teaching load and that the APPM be modified to reflect this policy and procedure.
  - President Newsom said he has not met with VPBA Dennis Westman about this yet. Asked a follow-up question clarifying whether there were any faculty members who failed to receive these letters last year. The EC said it believes everyone did, that the “some” in the original agenda was unintentionally general. President Newsom said he will double check to make sure that everyone received one.
  - On these points, President Newsom said we will ask Margorie Robertson (HR) what the ramifications are of including these different pieces of information in the appointment letters – says this is “a reasonable request and timetable.”
- The issue of faculty salary (President Newsom’s stated “number 1 priority”) has been ongoing for the last two years. What has the administration done with the Salary Card Working Group recommendations, and what are the numbers that have been gathered and considered? We ask that the new Salary Card with COLA be ready for the Fall 2022 semester. How do we get there?

- President Newsom said he would offer the same response he gave to the Faculty Senate Budget Committee recently (an April 8 meeting). Overall, he is confident he is on the same page with the Working Group's recommendations, namely that the Group seeks: (1) the salary card needs to be kept (he is happy that the Budget Committee offered some clarification of what "off the card" meant in their last meeting); (2) that the salary card should include a floor; (3) that the salary card should have market adjustments according to discipline; (4) that the card should include adjustments for experience at SE and elsewhere; and (5) that an updated salary card should include a mechanism to adjust for inflation (the overall aim being to ensure real salaries do not decline due to inflation).
- President Newsom noted that now that we have tasks to help build models, he will go to Marjorie to map out different scenarios based on these recommendations. One concern he voiced was that in 2021 CPIU was about 7% (this is a large number). The challenge now is to figure out how to keep up.
- President Newsom reiterated that compensation is a priority (the only currently identified priority for the next year's budget, other priorities will be identified once budget requested are submitted and consolidated). The timeline for the COLA and the appointment letters is a year; Newsom said "we should strive for that." He also noted, when asked, that a COLA is a "workable option" as a **basis** to begin updating our salary card. Admitted that the worst case scenario in this regard is that we end this year with a **plan** for implementation, so we have a strategy moving forward.
  - Senator Fridley asked for clarification regarding the immediate future – what direct action is being taken right now to address inflation? He asked for an across the board pay raise for faculty (including adjuncts) of 5%.
  - There may have been some confusion previously in the conversation – President Newsom clarified that he hopes that as many parts of the plan as possible, based on the Working Group recommendations are implemented **this** year.
- Senator Clark followed up on this question - asked another way, what is the plan moving forward? He referenced the third part of the original recommendation.
  - Acting Chair Shannon noted that the reactivated step plan was originally evaluated to adjust for inflation.
- President Newsom noted that compensation adjustments (if any) and plans will be applied to everyone, not just faculty.

## II. Guest Speakers on Campus and Modifying Policies

- The Executive Committee has asked the Faculty Senate Personnel Policies Committee to work on a recommendation to codify this policy (see below) within the APPM in an appropriate section (possibly in section 7.1.6 of the APPM). Upon approval by the administration, the Student

Government Association and the Staff Senate may want to add the policy or a reference to the relevant APPM section to their respective handbooks.

- President Newsom clarified that any changes would need to go through the Policies on Policies process because of its wide-ranging application across campus.
- Senator Clark clarified: The FS plans on taking the President's recommendations (communicated in an April 4, 2022, email) and asked the Senate Personnel Policies Committee to offer a motion for a recommended policy. President Newsom agrees with this path forward.
- The [Policy to Modify Policies](#) (4-4-2021) does not yet appear in the APPM. We recommend that it be included in the APPM (replacing the current Preface), and that a link to the Policies and Procedures be placed on the Faculty and Staff page of the website, above the link for the Academic Policies and Procedures (APPM) link.
  - President Newsom and VPAA Golden say that the APPM should be updated soon.

### III. Strategic Planning Committee / Working Group

- A review of the guidelines for Presidential committees (**APPM 3.3.3.4 – Ad Hoc Committees**) provides important points for consideration:
  - *THESE COMMITTEES WILL BE GIVEN ACCESS TO INFORMATION AND DATA THAT ARE NEEDED TO EFFECTIVELY PERFORM THEIR CHARGES.*
    - What are the charges for this group? What data/information is necessary?
    - President Newsom offered some clarification on his original announcement during the last Shared Governance Forum. He (President Newsom) will provide some starting points for the Committee and guaranteed all resources necessary will be and accessible for this exercise. He plans to meet with the group **once**, then let them work.
    - The hope is for adoption to begin in Spring 2023.
  - *THE COMPOSITION, CHARGES, PROCESSES, AND FINDINGS OF THESE COMMITTEES WILL BE CLEARLY PUBLICIZED AND MADE AVAILABLE TO THE UNIVERSITY COMMUNITY.*
    - Clarity regarding composition, charges, and processes is needed. How will findings be shared?
    - He wants this committee to draft a strategic plan that they can present in **late fall** for feedback from campus.
    - The hope is for adoption to begin in Spring 2023.
  - *ATTENTION AND DUE CONSIDERATION WILL BE GIVEN TO THE WORKLOADS AND TIME DEMANDS ON THE PARTICIPANTS OF THESE COMMITTEES, AND WHERE POSSIBLE SHOULD BE VOLUNTARY.*
    - The timeline for this work likely creates challenges with regard to

workloads and time demands. How will all university stakeholders be engaged?

- President Newsom admitted the original timeline may have been “a bit aggressive.” Most of the work done by this committee will take place during the **fall**, not the summer (as originally presented).
- He is still waiting to finalize membership of the Committee and hopes that by the end of the week, will be in contact with prospective chairs. After that step, he will contact the heads of Faculty and Staff Senate for their feedback on the committee composition. Hopes to officially name the committee next week.
- Other Concerns
  - The nature of this work may be beyond the scope of individual stakeholder knowledge and expertise.
    - Stakeholders appreciate the opportunity to provide information to frame the strategic plan, but likely lack the skill and experience to fully craft a plan that articulates the President’s vision. Who will facilitate the visioning process?
    - President Newsom thinks there is some misunderstanding of the scale of the finished project the Committee should create. Stresses the final report should **not** be voluminous. He voiced his confidence that everyone will be able to accomplish this.
    - A follow-up question: what are the indicators for evaluation of the plan as it is being “lived” or implemented? Present Newsom said the committee should originally identify the measures (but perhaps not the metrics) on what those initiatives’ intended outcomes will be.

#### **IV. Announcements from the President**

- Science Building Renovation Funds
  - The \$10 million request for ARPA funds from the state was sent to a steering committee and then the Governor’s desk for approval but was cut to \$6.5 million. The original budget for the renovations was projected at \$14 million.
  - Stressed the lessons learned through this entire process: we have a good procedure in place that we can mirror this across campus.
  - Noted that the Master Building Plan is almost ready to share.
- Enrollment Updates
  - Enrollment in the summer and fall is looking good. Fall is trending better than we anticipated.
  - The Murray Nursing program will be here in the fall. Massey leads the program.
  - These numbers are up without the use of recruitment services – previously announced recruiting initiatives has not started yet.
- Furniture Updates
  - Re-supplying furniture across campus will start after graduation. Because of this some rooms will not be accessible during the summer. We have it, just need to get it installed.
  - This came in under budget, so we bought new lecterns and kiosks for some

- classrooms.
- We should have leftover funds for furniture upgrades in common spaces, beginning with classroom buildings.
- All of our tech upgrades are close to being completed.
- All the roof work is finished.
- Winter Storm Maintenance Updates
  - We had about \$1.7 million worth of winter storm damage from 2021. insurance is covering most of it.
  - We will finish replacing outdated HVACs as parts become available. Because of supply chain issues these are long lead items that may take 6-9 months to acquire.
- LMS Transition Updates
  - VPBA Dennis Westman is working on the financial piece in next year's budget to cover the transition. The LMS Transition Committee's recommendation has not been brought directly to the Executive Team yet, so still working toward approval.

**Note:** Shared Governance Forum Topic (April 19<sup>th</sup> 2 pm – Becoming a Student Ready Campus

