

GEORGE MASON UNIVERSITY
MINUTES OF THE FACULTY SENATE EXECUTIVE COMMITTEE MEETING
WEDNESDAY, APRIL 7, 2020
WebEx 2:00 pm to 3:00 pm

Present: Lisa Billingham, Melissa Broeckelman Post, Shannon Davis, Tim Leslie, Kumar Mehta, Joe Scimecca, Suzanne Slayden, Interim Provost Mark Ginsberg, Sr. Vice President Carol Kissal.

I. Announcements

- Shannon provided updates on university actions and status related to COVID-19
 - Many of the new way of doing things are starting to become routine, and some decisions still need made.
 - Graduate Council is discussing policy decisions regarding withdrawal and alternate grading system for the graduate programs and courses. These will be finalized and communicated in near future.
 - Besides tenure clock and mid-term renewal, some other questions regarding the longer-term impact on faculty are upcoming for discussion and resolution. These include:
 - Effects on annual evaluations
 - Effects on study leaves this semester
 - CAPS and Student Support Services:
 - The referral and services are available online for students.
- Arrival of President Dr. Washington in Fall 2020
 - Discussed precedence and possibility of senate hosting a formal event welcoming Dr. Washington.
 - Expressed interest in developing broad engagement with Dr. Washington and laying foundations for collaborative decision making and shared governance.
 - There was discussion about involvement in the onboarding process for Dr. Washington. Sr. VP Carol Kissal suggested that she will have the point of contact for onboarding process reach out to Shannon for further discussion.
- Master Planning
 - Two Senators to be added to the steering committee that is helping with the focus of the Master Planning.
 - The steering committee represents different stakeholders including faculty members but will also add two Faculty Senators.
 - There was discussion on how the senators would be appointed to the steering committee and the term of the appointment. Suggestions were made regarding open call for volunteers and having the appointment be annual.
 - Sr. VP Carol Kissal will submit a description of the role of steering committee members and expectations in that role. This information will be included with call for volunteers.
- Updates from Interim Provost Mark Ginsberg
 - Quickly transitioning into the role and getting up to speed.
 - Commended the faculty on their extraordinary efforts to maintain continuity.

- Shared his desire to staying engaged with the Faculty Senate and his commitment to shared governance.

III. Progress reports, business, and agenda items from Senate Standing Committees

A. Academic Policies – no report.

B. Budget and Resources – Tim Leslie

- Conversation with Provost's office about tuition waivers and health insurance has been delayed because of COVID-19 disruption.
- Shared the idea of possibly have universities across the Commonwealth of Virginia collectively arranging for health insurance for graduate students (instead of individually).
- Conversation with Budget office regarding budget models and data has also been delayed because of COVID-19 disruption. Expects this to continue next year.
- Committee submitted motion for office space to bring to next Faculty Senate Meeting on April 22, 2020 ([Submitted Motion](#)).
 - Faculty Matters Committee will collaborate with Budget and Resources Committee to finalize the motion, and jointly present it at the next Faculty Senate meeting.

C. Faculty Matters – Joe Scimecca

- The Faculty Evaluation of Administrators comments have been summarized, and the final report will be released before April 22.

D. Nominations – Melissa Broeckelman-Post

- Will be sending out the Qualtrics poll for BOV representatives soon to all faculty. Plans to have the BOV representatives before next BOV meeting.

E. Organization and Operations – Lisa Billingham

O&O has been working with the Ombuds Dr. Jim Augustine from the University of South Carolina and are working to prepare a presentation for the April 27 senate meeting. O&O will present a review of their liaison proposal and share recommendations in relation to the Coache Survey and reply to the Working Group Findings.

IV. Other Committees/Faculty Representatives

Faculty Conduct Working Group (provided by Shannon):

- All comments and feedback have been forwarded to Lester Arnold (Chief Human Resources Officer).
- Meeting is scheduled for next Wednesday (April 15) to evaluate the next steps.

Effective Teaching Committee Updates (provided by Shannon):

- Have postponed the pilot of new Student Evaluation of Teaching (SET) to Fall 2020.

- Committee is expected to submit updates after their meeting on April 8, 2020.

V. New Business, Updates, and Discussion

- F-180 Faculty Senate Configuration for Database (provided by Shannon):
Molli Herth, Program Manager, Faculty Affairs and has confirmed the following:
 - Faculty classification to capture/ identify faculty senators can be created in F180. The faculty classification will enable us to report on who the faculty senators are.
 - The faculty classification will be done by administrator use only and not self-designated by individual faculty.
 - The F-180 data can be used to automatically populate web profiles for Faculty Senators and allow faculty from their units to be able to connect with the senators.
 - The data will be limited to going forward and will not capture additional data such as term start date, term end date, position, etc.
- COVID-19 and planning for Fall 2020
 - Interim Provost Mark Ginsberg shared:
 - Over the next 6 to 8 weeks the planning for Fall 2020 will be conducted using lessons learned from Spring 2020 and Summer 2020. The goal will be to be overprepared to be underwhelmed (rather than underprepared and overwhelmed).
 - The planning for Fall courses would also depend on what the continuing guidelines, issued by Federal and State governments, are regarding: a) public gatherings, and b) recommended social distancing.
 - It would be wise for individual schools and colleges to begin having a conversation about being prepared and delivering hybrid (if warranted).
- Faculty Senate Meetings for remainder of Spring 2020 semester
 - It was agreed that remainder of the Faculty Senate meetings for Spring 2020 will be conducted on WebEx.

Respectfully submitted,
Kumar Mehta
Secretary

Motion for Office Space

Whereas, George Mason University faculty depend on private office space to meet with students on sensitive matters, to meet FERPA requirements, to have quiet space to prepare for teaching and to conduct scholarship, and to store valuable books and other materials needed for their research and teaching,

And, whereas the George Mason University Design Manual (§ 3.2.4.2.1) states that “in most cases, full-time faculty are assigned private offices,” of at least 90 square feet (sf),

And, whereas this standard applies equally to full-time instructional, research, and administrative/professional faculty, whether tenured, tenure-line, or term,

And, whereas the George Mason University Design Manual states that “the [assignable square feet] for offices that will be shared by multiple faculty members will be adjusted to meet the total number of faculty who will be assigned to those spaces,”

And, whereas Mason’s Six Year Capital Outlay Plan 2014-2020 justifies the replacement of Robinson Hall on the grounds that College of Humanities and Social Sciences “units are in need of additional growth space,”

And, whereas current plans for the Robinson replacement building call for up to 200 full-time faculty to be assigned shared offices whose size is not adjusted to number of faculty, contrary to both the standards of the George Mason University Design Manual and the goals of the Six Year Capital Outlay Plan,

Now, therefore be it resolved that the George Mason Faculty Senate calls on the Interim Provost and the Senior Vice President for Administration and Finance to ensure that all full-time faculty members assigned to any of the approximately 265 120-sf offices now planned for the Robinson replacement building be allocated individual, private offices, thus meeting the standards of the George Mason University Design Manual,

And, that it be further resolved that College of Humanities and Social Sciences faculty be assigned offices that meet these standards, whether in the new building or elsewhere on the Fairfax campus.

And, that it be further resolved that the leadership of the College of Humanities and Social Sciences, in cooperation with its faculty, determine a plan to meet the office space needs of its faculty. And that this plan

- Be agreed upon and shared with the College's Faculty by July 1, 2020
- Be implemented before any move-in of the Robinson Replacement Building is initiated