

GEORGE MASON UNIVERSITY
MINUTES OF THE FACULTY SENATE
APRIL 24, 2013
Robinson Hall B113, 3:00 - 4:15 p.m.

Senators Present: Dominique Banville, Sheryl Beach, Jim Bennett, Alok Berry, Lisa Billingham, John Cantiello, Rick Coffinberger, Arie Croitoru, Charlene Douglas, Robert Dudley, Cody Edwards, Daniel Garrison, Mark Houck, Dimitrios Ioannou, Kathryn Jacobsen, Dan Joyce, David Kuebrich, Linda Monson, Star Muir, Elavie Ndura, Peter Pober, Pierre Rodgers, Jim Sanford, Joe Scimecca, Suzanne Scott, Suzanne Slayden, Bob Smith, Debra Sprague, Peter Stearns, June Tangney, Susan Trencher, Phil Wiest, Stanley Zoltek.

Senators Absent: Kenneth Ball, Andrea Bartoli, Scott Bauer, Doris Bitler Davis, Ángel Cabrera, Jack Censer, Vikas Chandhoke, Lloyd Cohen, Yvonne Demory, Janos Gertler, Mark Ginsberg, Jorge Haddock, Ghassan Husseinali, Bruce Johnsen, Ning Li, Jian Lu, Jerry Mayer, Harold Morowitz, Daniel Polsby, Thomas Prohaska, William Reeder, Edward Rhodes, Steven Rose, Mark Rozell, Lesley Smith, Susan Tomasovic, Iosif Vaisman, Anand Vidyashankar, Jenice View, John Zenelis.

Visitors Present: David Anderson (CEHD-RHT), Faculty Representative to the BOV Finance and Land Use Committee; Joseph Balducci, Manager, Online Learning Resources, DOIT; Jessica Cain, Employee Relations Specialist, Human Resources/Payroll; C. Daniel Clemente, Rector; Pat Donini, Employee Relations Director/Deputy Director, Human Resources/Payroll; Ed Douthett (SOM), Faculty Representative to the BOV Audit Committee; Kim Eby, Associate Provost for Faculty Development and Director, Teaching & Faculty Excellence Center; Gerald Hanweck (SOM), Faculty Representative to the BOV Finance and Land Use Committee; Robin Herron, Associate Director, Office of Media & Public Relations; Claudia Holland, University Libraries; Corey Jackson, Vice President, Compliance, Diversity and Ethics, Equity and Diversity Services; Michelle Lim, Human Resources Faculty Business Partner; Jeng Lin, Professor of Mathematical Sciences, Admissions Committee; Geraldine Mobley, Equal Opportunity Specialist/Trainer, Office of Equity and Diversity Services; Janette Muir, Associate Provost for Undergraduate Education; Tim Murphy, Director, Classroom and Lab Technologies, DOIT; Sharon Pitt, Executive Director, DOIT; Claudia Rector, Assistant Provost for Academic Affairs; Mrs. Lyn Sanford; Zachary Schrag, Professor of History and Art History and Chair, Computer Email Privacy Task Force; Brian Selinsky, Interim Registrar; Walt Sevon, Executive Director, Technology Systems Division; Joy Taylor, Director, Learning Support Services, DOIT; Bethany Usher, Director, Students as Scholars, OSCAR/Associate Director, Center for Teaching and Faculty Excellence; Kim Young, Background Check Assistant, Human Resources/Payroll.

I. Call to Order: The meeting was called to order at 3:00 p.m.

II. Approval of the Minutes of March 27, 2013: The minutes were approved as distributed.

III. Announcements

Chair June Tangney welcomed Rector Clemente. Rector Clemente thanked her for the opportunity to appear before you.

An independent 501c3, the GMU Intellectual Property Corporation, has been modified and changed at the July meeting of the BOV Standing Committee on Funded Research, in consultation with Provost Stearns and President Cabrera. Everyone on board – Research funding of \$126 million in 2012, goal to get to \$400-500 million as quickly as possible. Took the GM Intellectual Property Corporation and changed it to the GM Research Foundation and restructuring board of that entity at Standing Committee on Research ---held a series of open

meetings with stakeholders to get inputs. Every stakeholder rep. at one time or another. At next meeting of Research Foundation, we will adopt documents and Foundation will be up and running as an entity actively seeking funded research.

General Assembly: Last session lots of input from George Mason. Dr. Cabrera was in Richmond at least once a week during the entire session. BOV reorganization utilizing Betty Jolly, our downstate government relations person, she organized two meetings for Visitors to meet with various state legislators. Combination of President Cabrera being down there and getting high grades there. More than one legislator compared him to another President of another university – Ángel Cabrera as a breath of fresh air. He made a great impression, does his homework, a great addition. He brings back bacon from Richmond. Six or seven Visitors went down there too, went door to door, a whirlwind of activity. Briefing 8-9 with staff person, with different member. Senator Colgan introduced (the Visitors) to the entire Senate on the floor, everybody stood up and clapped for us. On our second trip, Delegate Ramadan did the same thing, introducing us to the House, same opportunity to stand up and be recognized. Results included Stem+H State Support of \$1.1 million; an increase in faculty salaries of 3% effective August of this year; additional undergraduate financial aid of \$840,000. Makes a difference when you put a face with a name. Dr. Cabrera and students met with this group – all very good stuff. Rector Clemente intends to do this next year too and he would like to see more Visitors attend and more than two visits. , and suggested maintaining a hospitality suite down there, to rotate in BOV, faculty, students. and have a place to have a cup of coffee.

The legislature has modified SCHEV: increased size of SCHEV Board from 11 to 13 members. Those appointed to SCHEV Board required to have demonstrated knowledge of how higher education (works), At least one member has to be a sitting Virginia School Superintendent. The President of VA Economic Development Partnership shall serve as well. SCHEV shall include president of Virginia state higher institution at each meeting.

House Bill 1952 puts more requirements on BOV to do more, involved with planning effective July 1st. The Executive Committee of the BOV will have to write a report to the state; every university now has to do this. Also other requirements will make BOV accountable on an annual basis.

A Senator asked: Is this the first time the BOV has had this much presence in Richmond?

Rector Clemente: Can only speak for my time on the Board. During his first year at the university, no one went, the second year, he and another visitor went, about 6 other Visitors RSVPd but didn't show up. This time he called everyone, drove them down, and made it happen. He wants to see everyone involved.

Chair Tangney: It is hard to overstate role Rector Clemente has played in getting the Board more active and we are very grateful for his efforts.

Rector Clemente: You do all the hard work.

IV. New Business - Committee Reports

A. Senate Standing Committees

Executive Committee – June Tangney, Chair

RESOLUTION OF APPRECIATION

for

PROFESSOR JAMES SANFORD

WHEREAS Jim Sanford is retiring in 2014 after many years of faithful service to the University; and

WHEREAS Jim Sanford has served in the Senate continuously since 1984, save one short year, and is leaving the Senate; and

WHEREAS Jim Sanford has been an active member and/or chair of numerous Senate and University Committees including Faculty Matters, Nominations, Academic Policies, and Admissions and has been Senate Secretary; and

WHEREAS Jim Sanford has been a staunch and effective supporter of shared governance; and

WHEREAS Jim Sanford has worked tirelessly in his many capacities for the good of the faculty, the University, and students;

THEREFORE, BE IT RESOLVED that the Faculty Senate expresses its appreciation to Jim Sanford for his invaluable service and sends best wishes for his last year at Mason and his well-deserved retirement.

The resolution was approved unanimously with a standing ovation. Professor Sanford thanked everyone, he appreciated it very much.

Academic Policies – no report at this time.

Budget & Resources –Susan Trencher, Chair

The Faculty Salary data is now posted. We are still working on analyzing the responses to the summer teaching survey.

Faculty Matters - Jim Sanford, Chair

Faculty are reminded to turn in the Faculty Evaluation of Administrators survey. As of yesterday, there is a 27% response rate, less than last year.

Nominations – Jim Bennett, Chair

Hugh Sockett (CHSS) is nominated to serve on the Search Committee for Director of State Government Relations. Stanley Zoltek (COS) is nominated to serve on the Search Committee for Vice President of Information Technology. No further nominations were made from the floor and the nominees were elected unanimously. In response to a question raised about the process/status for the search committee for the Provost, Chair Tangney responded that she has asked on several occasions, the process has not started yet.

Organization & Operations – no report.

B. Other Committees/Faculty Representatives

Brief Updates from Faculty Representatives to the BOV Committees

Audit Committee – Ed Douthett

Professor Douthett has nothing specific to report. The Director of Internal Audits reports on his findings to the committee. Most audits are IT related. He did not see anything warranted specific comments at this time. The Audit Committee is a relatively short meeting, not well-attended.

Finance and Land Use -David Anderson and Jerry Hanweck

The committee looks at new and old construction, renovations, tuition and fees, and how they compare to other schools in the state. All of this information is online (see BOV DocuShare We attend committee meetings, board meetings and information sessions, and highlighted three important developments in the past 12 months:

1. Debt Capacity for George Mason issued debt is practically reached.
 - a. Highest Debt Service to Operating Revenue of State Funded Universities. (Overall financial structure, where money is coming from)
 - b. Impinges on the ability to fund expansion – no new Mason debt funded capital projects over the next 4 years, so we have to do a lot of pulling back on new buildings, etc.
2. Tuition and Fees in FY 2014 : the BOV is considering a 2-3 percent increase in tuition rates. Fees still a big question at this time, also residential fee increase.
3. FY 2013 – Anticipated 3% Salary increase and 18% Health insurance increase will require funding for FY 14. All of this information is online, as well as comparisons on how Mason and other schools compare.

They observed that the Board takes the faculty representatives' positions very seriously. We participate in discussions and they listen to us at meetings and outside meetings. The Faculty Senate might consider having a gathering of the Executive Committee and Faculty Reps to the BOV to have some sessions together. Provost Stearns noted an 18% increase in health insurance rates is being considered in the central budget. The tuition rate not firmly established, anticipate 3% increase, less than other institutions in the state. The underpass connecting the west campus with the east campus is funded by VDOT and will have significant impact at Braddock Road/Rt. 123 intersection.

A Senator: What is logic of 3% tuition raise?

Provost Stearns: The administration recommended a higher increase, 3% would be the top rate for tuition increase.

Research Committee - Bob Smith

Other mechanisms to get funding for research, umbrella agreements vs. formal agreements. GMU Intellectual Properties to become GMU Research Foundation. There are pluses and minuses, but issues about whether the GMU Foundation would be allowed to or prohibited from purchasing patents from other entities. Definition of patent infringement, faculty against this. Does not think the question has been resolved. In response to a question about how to increase research funding to \$500 million, Professor Smith noted about 800 faculty involved in research, most adjunct and term faculty not in research. Provost Stearns estimated about 900 faculty involved in research.

Chair Tangney observed that we are very lucky to have Faculty Representatives to the BOV Committees, where so much of the work is done and thanked them for their very hard work. In the fall you will hear a report from the

representatives to the Academic Policies, Diversity and University Community Committee (APDUC), after the August (BOV) retreat.

C. Other Committees – Annual Reports

ANNUAL REPORTS OF THE FACULTY SENATE STANDING COMMITTEES 2012-13

1. ACADEMIC POLICIES - Suzanne Scott (CHSS), Chair

Committee Members: Dominique Banville (CEHD), Sheryl Beach (COS), Cody Edwards (COS), Ning Li (SOM).

During the 2012-2013 academic year, the Academic Policies committee focused on four main topics. The summaries below indicate topics brought to the Senate and those being discussed in committee meetings.

1. Academic Calendars

- **Regular Academic-Year Calendar.** Virtually every AP meeting included discussions about academic calendars. We were immediately faced with the prospect of altering the regular academic year calendars to begin a week earlier than normal to accommodate the later-than-usual Labor Day. However, when it became clear that few people wanted to support such a change, the registrar withdrew the proposal, and agreed to eliminate or reduce reading days on the years when a late Labor Day meant that inserting reading days was not feasible. Additionally, the registrar requested that we change from approving a three-year calendar to approving a one-year calendar each year (three years out). The committee agreed to that change in procedure.
- **Summer Calendar.** The committee has also spent a considerable amount on time reviewing the summer tentative schedules and discussing the issues related to it.
 - **Last Day to Add in A&B Sessions.** Add dates have been a serious problem, since the summer schedule is condensed and students may be a third of the way through the course before the add day ends. The committee invited the person responsible for the summer schedule to visit the Senate Executive Committee and also to visit the AP committee to discuss possible changes. The date for the last day to add to the A and B sessions appears to have been condensed appropriately.
 - **Last Day to Add in “I” Session.** The AP Committee has requested a meeting with Cathy Evans to discuss the difficulties of registering for the “I” sessions during the summer term, when certain graduate students need to have advanced to candidacy before they may register for summer term work. After meeting with Cathy, we came to understand that the scheduling coordinators are responsible for making sure that the students register for “I” sessions, rather than A, B, or C. Additionally, because of the flexibility of the “I” sessions, students are eligible to register until mid-July. The “I” session works exactly like the “X” session; the only difference is that faculty are paid for “X” sessions and not for “I” sessions. (These are independent study courses, internships, etc.)
 - **Songdo Calendar.** The AP Committee reviewed the Songdo, Korea, calendar within the context of the SUNY campus in Songdo. We had no suggestions for changes.
- **SOM Proposal for Calendar Change for MBA.** We received information that SOM wanted to change its academic calendar for the MBA program to accommodate the particular demographic. The committee determined that it was not within our purview, since it pertained only to their program, not to a university-wide change. SOM would need to work it out with the registrar, etc. for their program.
- **Elimination of Columbus Day.** The committee was asked to consider the possibility of eliminating Columbus Day as a student holiday and to replace it with Election Day. The rationale was that such a change would eliminate the confusing Monday-classes-meet-on-Tuesday each fall. Our committee was not ready to make that change; therefore, we took it to the Senate Executive Committee. The idea was not accepted.

2. **Study Elsewhere.** The committee continued to discuss the study elsewhere policies, and the proposed changes were approved by the Senate.
 - The most substantive change requires a signature from the academic dean in the student's college to an academic dean in the college where the course is being credited. An additional paragraph was added to address the major arguments that students make in order to be able to study elsewhere.
3. **Catalog Changes.** The committee worked on catalog changes that were submitted to us to clarify residency and transfer credit requirements. The clarifications were voted on and passed in the full Senate. In addition, minor changes for clarification were made to the Final Exam catalog copy, and those changes were passed by the full Senate.
 - A request for a substantive change in the residency requirements was brought to the committee ostensibly on behalf of the School of Nursing, and we attempted to work it out to make the necessary accommodations. As it turned out, the changes would have seriously affected the enrollment in the School of Nursing, and the request was withdrawn.
 - The committee responded to a request for an additional sentence to be added to the catalog copy relating to final exams. It was simply a statement that acknowledged that exam times may need to be extended because of make-up days. This request was passed by the full Senate.
4. **Academic Integrity Issues.** Suzanne Scott is serving on the Office of Academic Integrity advisory board as a representative of the Academic Policies Committee. As a committee, we have spent some time discussing honor council and the role of faculty in dealing with violations of academic integrity. In reviewing the matrix of academic integrity generated by SOM, our committee noted many inconsistencies in terminology across the university (e.g., termination, dismissal, etc.).
 - The committee has taken no action, and the discussions are ongoing.

2. BUDGET AND RESOURCES – Susan Trencher (CHSS), Chair

Committee Members: Charlene Douglas (CHHS), Janos Gertler (VSE), Jerry Mayer (SPP), Jenice View (CEHD).

In AY 2012-2013 the Budget and Resources Committee work was completed on analysis of a survey begun the previous academic year regarding the ways in which independent study courses are handled throughout the university. Overall, there is tremendous diversity in whether this work affects promotion/tenure, raises and teaching. The majority of departments and schools who consider faculty individual course efforts do so in informally and in a small way in the area of promotion and tenure, but prior practice in which such work has an effect on course load has been largely discontinued. A significant number of departments or like units reported that income from these courses stays at the larger unit (e.g. school, college) level.

The Committee was asked to assess and report on Colleges' policies and practices affecting researchers with extramural grants. A particular issue of concern was the question of parity across colleges regarding the distribution of indirects and constraints on PI summer salaries., especially, but not limited to practice in the largest academic unit (CHSS) on campus. Budget and Resources Committee members met with Interim Vice President of Budget and Research who set out the variety of practices across the university that accomplish similar ends as required by regulations external to the University. If an individual PI makes a request for different means of distribution, some units will agree to alternatives that accomplish the same ends.

Due to some delay in materials requested by Budget and Resources on behalf of the Faculty Senate regarding faculty salaries, the Committee will meet with appropriate representatives from Human Resources and the

University office of Budget and Planning to formulate an efficient process for timely receipt and posting of this material. of AY 2013-2014.

Finally the Committee undertook a follow up to a survey on summer school begun in the previous academic year. As agreed, the Provost's office sent a notice to faculty asking them to inform appropriate unit heads (e.g. chairs and deans) of their intention to request a summer school course as consistent with the Faculty Handbook. The survey resulted in clear indications that there remain insufficient funds allocated to provide opportunities for all those who request them. As a follow up, in early April a new survey sent to individual faculty to assess compliance with the Faculty Handbook. Preliminary analysis suggests that there are significant differences at the inter and intra unit level (e.g. schools, colleges, departments). Analysis of this data presently on-going.

3. FACULTY MATTERS – James F. Sanford (CHSS), Chair

Committee Members: Scott Bauer (CEHD), Lisa Billingham (CVPA), Steven R. Rose (CHHS), Mark J. Rozell (SPP)

The committee considered the following issues during the 2012-2013 academic year:

- The members of the 2011-2012 Faculty Matters Committee summarized the comments that faculty submitted on the 2012 Faculty Evaluation of Administrators Survey. The comment summaries were included in the distribution of survey results.
- The committee reviewed the Criminal Background Check Policy that was amended during summer 2012. The outcome of this review was that Human Resources and Payroll was requested (and agreed) to submit results of an annual survey at the April Faculty Senate meeting summarizing the number, costs, and outcomes of criminal background checks during the preceding year.
- The committee resubmitted to the Senate the Parental Leave Motion that was not acted on during the previous year because of concerns about funding. After learning that funding was included in a draft university budget, the Senate approved the motion.
- The committee extensively revised the questions on the Faculty Evaluation of Administrators Survey and prepared for the survey's distribution to instructional faculty.

4. NOMINATIONS – Jim Bennett, Chair

Committee Members: Rick Coffinberger (SOM), Linda Monson (CVPA), Peter Pober (CHSS), Suzanne Slayden (COS).

The Faculty Senate Nominations Committee has conscientiously filled every vacant post that has arisen during the past year and has conducted university-wide elections for Faculty representatives to all BOV committees.

5. ORGANIZATION AND OPERATIONS– Star Muir (CHSS), Chair

Committee Members: Arie Croitoru (COS), Bob Dudley (CHSS), Elavie Ndura (CEHD), Bob Smith (CHSS).

Report of the Organization and Operations Committee of the George Mason University Faculty Senate 2012-2013

Committee: Arie Croitoru, Bob Dudley, Star Muir (Chair), Elavie Ndura, Bob Smith

O&O allocated issues to Faculty Senate and University Committees, with a clear logging process that indicated the Senate received eighteen (18) issues for consideration this year (see attached log).

Specific Issues Addressed by O&O

1) Charge for E-mail Privacy Task Force

O&O solicited input on the Task Force charge, made changes and forwarded revised charge to Task Force. Report of the Task Force presented to Faculty Senate at the April 2013 meeting.

2) Exploration of alternate venues for Faculty Senate meetings

Criterion developed for alternative venue:

- *Seating with tables and podium for roughly 75 people

- *Computer with internet connection and projector for displaying agenda, motions, etc.

- *Videoconferencing 75 minute session with Arlington and Prince William campuses; this does NOT need to be high definition

- *Technical support for computer/internet/projector and videoconferencing

- *Meetings roughly once a month from September through May with at least one extra meeting in March.

Two facilities were considered: Research I Room 163 and the Mason Inn. Research I Room 163 cannot seat the assembled Senators and guests at tables with placards, and technical support would be provided by students from Events Management. Mason Inn would involve some considerable cost. The current location best serves the needs given resource and space constraints.

3) Examination of load and activity for University Standing Committees. After a preliminary survey, seven committees were identified as having little or no work load. The seven identified committees (reviewed for 2009-2012 reports) are: Academic Appeals, Admissions, Effective Teaching, External Academic Relations, Grievance, Nontraditional, Interdisciplinary and Adult Learning, and Salary Equity Study. The recommendation of O&O is to start reviewing these committees more closely in the Fall, including information gathering via interviews and the 2013 reports, and make recommendations for realignment of charges and/or dissolution for possible Senate action in Spring of 2014. The Grievance Committee, at the very least, is required by the Faculty Handbook and may see additional issues associated with the changed promotion and tenure review appeal process.

Discussion: A Senator who served on the External Academic Relations Committee attended 6-8 meetings with students this past academic year; this year was very hectic, the committee was not active last year (AY 11-12).

**Organization and Operations Log
Faculty Senate, 2012-2013**

| Log Number | Issue | Submitter | Date | Sent To | Information | Final Resolution |
|------------|--|------------------|------------|----------------------|--|--|
| FS1213.001 | Summer term calendar approval | Jim Sanford | 7/26/2012 | Academic Policies | Adding late issues, call for FS approval of Summer | Summer term add dates revised |
| FS1213.002 | Cheating in Online Courses | Bob Smith | 8/9/2012 | Teaching Excellence | Online cheating services for online courses | In Committee |
| FS1213.003 | Tenure appeals process remove BOV | Provost Office | 8/23/2012 | Faculty Handbook | Quick proposal to change process for appeals | Handbook changes accepted by BOV |
| FS1213.004 | Academic calendars 2015-2016 & 2016-2017 | Susan Jones | 5/17/2012 | Academic Policies | Starting earlier to avoid hitting Christmas | Calendars revised, now on year-by-year basis |
| FS1213.005 | Elective courses count for GPA | Beenish Choudhry | 8/30/2012 | Academic Policies | Students wants to select courses for GPA | In Committee |
| FS1213.006 | Investigation of Allan Merten perks | Jim Bennett | 9/6/2012 | Not referred | | |
| FS1213.007 | Equity in Direct/Indirect grant costs across units | June Tangney | 9/6/2012 | Budget and Resources | CHSS requirements in line with others? | Discovered varying policies |
| FS1213.008 | E-mail and Data Privacy Task Force | Zach Schrag | 3/28/2012 | Full Senate | Charge and charter for Task Force | Approved by FS 10/10/2012 |
| FS1213.009 | Review of Standing Committees | Jim Bennett | 9/15/2012 | O&O | Identify low functioning committees for possible dissolution | Preliminary survey completed |
| FS1213.010 | Residency requirement catalog copy | Iris Robinson | 9/27/2012 | Academic Policies | Clarification for graduate students | Adopted by FS |
| FS1213.011 | SOM Honor Code sanction matrix | Alison O'Brien | 10/15/2012 | Academic Policies | Can boot from SOM major after 2nd violation? | Honor Committee handles violation outcomes |
| FS1213.012 | Resolution on Binding Nature of Faculty Handbook | EXC | 10/1/2012 | O&O | Lack of clarification by administration | Resolution approved by FS 10/10/12 |
| FS1213.013 | Election Day holiday | David Kuebrich | 11/8/2012 | Academic Policies | To value importance of voting | Concerns raised, not brought forward |
| FS1213.014 | Final exam scheduling | Janette Muir | 11/19/2012 | Academic Policies | Catalog copy review | Catalog copy approved by FS |
| FS1213.015 | Songdo campus wetlands impact | June Tangney | 11/29/2012 | Academic Initiatives | Impact of S. Korean development on wetlands | In Committee |
| FS1213.016 | Study elsewhere policy statement | Jamie Cooper | 12/6/2012 | Academic Policies | Clarifying process for exceptions | Adopted by FS |
| FS1213.017 | SOM MBA Academic Calendar | Brian Selinsky | 2/7/2013 | Academic Policies | Two different term lengths | In Committee |
| FS1213.018 | Rudeness to IT Wage Employees | Stanley Zoltek | 2/24/2013 | Campus Climate | In-class technical difficulties result in rudeness | In Committee |

ANNUAL REPORTS OF THE UNIVERSITY STANDING COMMITTEES 2012-13

6. ACADEMIC APPEALS - Johannes Rojahn (CHSS), Chair

Committee Members: Sheri Berkeley (CEHD), Flavia Colonna (COS), Michael Hurley (CHSS –Provost Appointee), Michael Naor (SOM), Peter Pober (CHSS).

There were no appeals this year.

7. ACADEMIC INITIATIVES – Bob Johnston (SOM) Chair – Fall 2012, Iosif Vaisman (COS) Chair – Spring 2013. Committee Members: Liz Chong (CHHS), Craig Esherick (CEHD), Wayne Froman (CHSS), Ghassan Husseinali (CHSS, Spring 2013), Anne Schiller (Vice President for Global and International Strategies *ex-officio*)

28 January 2013

Re: Fall Semester 2012 Report to the George Mason University Faculty Senate by the Academic Initiatives Committee

Committee Membership: Elizabeth Chong (CHHS), Craig Esherick (CEHD), Wayne Froman, CHSS, Anne Schiller, Vice President for Global Strategies, Iosif Vaisman (COS), Robert Johnston, SOM, (Chair)

1) ACADEMIC INITIATIVES COMMITTEE SENATE REPORT FOR FALL SEMESTER 2012

The Senate Academic Initiatives Committee met three times during the fall semester 2012. Below is a summary of the activities at these meetings:

Date: 24 September 2012

Attending: Elizabeth Chong, Craig Esherick, Wayne Froman, Robert Johnston, Iosif Vaisman, (Faculty Committee Members), Anne Schiller (Vice President for Global Strategies)

Agenda Items:

1. The committee elected Robert Johnston as chair for the fall semester and Iosif Vaisman as chair for the spring semester.
2. The committee voted to accept the May 2012 report on the Undergraduate Dual Degree Program with Moscow State University prepared by Ms. Svetlana Filiatreau, Eurasia Programs Coordinator, and submit the report to the faculty senate.
3. Anne Schiller updated the committee on the status of the Songdo, Korea initiative including that it was an item on the agenda for the Board of Visitors meeting of 3 October 2012. Her office is continuing to seek the certifications that the committee recommended to the faculty senate last spring semester for this program.
4. Anne Schiller also reported that the university does not have any current plans to develop other campuses outside of the United States.

Date: 14 November 2012

Attending: Elizabeth Chong, Craig Esherick, Wayne Froman, Robert Johnston, Iosif Vaisman, (Faculty Committee Members), Anne Schiller (Vice President for Global Strategies), Kathleen Johnson (Assistant Vice President for Regional Campuses)

Agenda Items:

1. Kathleen Johnson briefed the committee and answered questions regarding Mason's distributive campus. This included Mason's presence in Prince William, Tyson's Corner, Loudoun County, Front Royal (Smithsonian) and Mason Neck. The possible role of distance learning was also discussed.
2. The committee reviewed its official charge and after some discussion decided it was not necessary to propose changes in the charge to the Faculty Senate.
3. Anne Schiller informed the committee that the Board of Visitors had approved the establishment of the campus at Songdo, Korea. The operating campus agreement has not yet been finalized.

Date: 10 December 2012

Attending: Craig Esherick, Wayne Froman, Robert Johnston, Iosif Vaisman, (Faculty Committee Members), Anne Schiller (Vice President for Global Strategies)

Agenda Items:

1. Craig Esherick reported on a possible non degree program with the American University of Emirates.
2. As a follow up to the committee's discussion regarding regional campuses, the committee will ask Vice Provost for Academic Affairs, Michelle Marks, to meet with us regarding what the task force group she has been chairing on our regional campuses and their role for the University.
3. The committee plans to meet with Associate Provost for Distance Education, Goodlett McDaniel, to learn more about the development of on line for credit courses at George Mason University.

8. ADMISSIONS – Jeng-Eng Lin (COS), Chair

Committee Members: Marion Deshmukh (CHSS), Hung Nguyen (CHSS), Linda Schwartzstein (CHSS), Amy Takayama-Perez (Dean of Admissions), Susan Tomasovic (CHSS).

Admissions Committee Annual Report 2012-2013

Committee members: Marion Deshmukh (CHSS), Jeng-Eng Lin (COS) (Chair), Hung Nguyen (CHSS), Linda Schwartzstein (CHSS), Amy Takayama-Perez (Dean of Admissions), Susan Tomasovic (CHSS),

The Admissions Committee has met for three times this year (10/18/2012, 2/27/2013, 4/16/2013).

On the meetings on 2/27/2013 and 4/16/2013, Dean Amy Takayama-Perez shared with us the following information:

(1) For the summer sessions only and for the visiting students only, the Admissions Office will only ask for a letter of good standing from colleges of the perspective undergraduate students. Graduate applicants must still provide an official transcript for summer. This is because the visiting students are non-degree students. They just take the courses at Mason in the summer and transfer the credits later to their colleges.

(2) The number of transfer students this spring is 1,700 increased from 1,300 a year ago. This is a 30% jump from last year. As for this coming fall, there have been 20,000 applications, increased from 14,000 applications a year ago.

(3) The Admissions Office is working with a marketing firm to assist with the recruitment process and test different tools.

(4) So far there are 1809 incoming students who have deposited to date (4/16/2013), up from 1,500 students this time last year. These students include about 100 additional out-of-state students and 209 additional in-state students year to date.

(5) This fall is also the first year that Mason accepts transfer students to the Honor College. This first cohort will include 25 students. The Honor College continues to look strong for the fall and on target to meet their goal of 300 freshmen. Among these students, 37% are out-of-state and 63% are in-state.

(6) This year, the Admissions Office has sent out the letters of admissions and financial aid letters earlier (before April 1, 2013) than previous years. The Admissions Office also is continuing to follow up with the admitted students on their intention to come to Mason, with the help from faculty and students conducting phone calls.

(7) The Admissions Office is also continuing efforts in recruiting international students with recent spring trips to China, Korea, and Latin America.

(8) Shortly after May 1, Dean Amy Takayama-Perez will give this committee the figures of incoming freshmen, honor students, transfer students, and international students.

**9. ATHLETIC COUNCIL – Linda Miller (CVPA), Chair and Faculty Athletic Representative
Committee Members: Robert Baker (CEHD), Louis Buffardi (CHSS), Cody Edwards (COS), Rich Klimoski (SOM)**

2013 Report to the Faculty Senate by the Faculty Athletic Representative

The Athletic Council met in October and welcomed Dr. Angel Cabrera and new members of the council. With so many new members, a brief overview of the duties of the Faculty Athletic Representative, the Athletic Council and its sub-committees was given by the chair, Linda Miller. Overviews of Student-Athlete Academic Affairs, Academic Services and Compliance were given by guest-speakers, Associate Athletic Directors Nena Rogers, Dr. Debbie Wilson, and Paul Bowden.

In February 2013, the council received a presentation by the committee formed to evaluate the Alcohol, Drug Policy of Intercollegiate Athletics. The committee included: Dr. Debbie Wilson, Associate Athletic Director; David Anderson, Director of the Center for the Advancement for Public Health, Mason Professor and NCAA Consultant; Mary Ann Sprouse Director of Mason's WAVE program and Nena Rogers, Associate Athletic Director. The proposed new policy involves revised sanctions. It supports the university and NCAA policies. The new policy's penalties focus on education. If a student-athlete tests positive, the student-athlete is required to set an appointment to initiate participation in the Assessment, Counseling and Education (ACE) Program. This program is meant to lead to substantial behavioral changes. While the student-athlete remains compliant with ACE, he/she can continue full participation in athletically-related activities. A student-athlete must return to ACE if he/she tests positive a second time and includes a loss of playing time. A third positive test causes non-renewability of the athletic scholarship and immediate termination from the team. The committee asked for the Council's endorsement of the new policy. A motion to endorse was made and seconded. The vote was unanimous. This will allow this project to proceed.

The final meeting in April focused on the transition of the university and Intercollegiate Athletics to the Atlantic 10 Conference. Assistant Vice President and Athletic Director Tom O'Connor outlined the composition of the committee formed to study the proposed move which included representatives from across the institution and several members of the Athletic Council. The move to the Atlantic 10 conference brings tremendous publicity, brand and marketing and a more competitive environment. Representatives from the A10 Office will visit campus in June.

The sub-committees met separately to conduct business relative to the council's work.

Governance and Commitment to Rules Compliance Sub-committee (Chair, Bob Baker) The Sub-Committee reviewed 2012 NCAA Rules changes, which were developed to enhance the responsibility and accountability of the head coach. It was reported that ICA representatives are active in NCAA Rules Compliance meetings. It should be noted that all Mason coaches' contracts reflect these changes.

The Sub-Committee reviewed Institutional Data for the NCAA Gender Equity Survey, meeting the requirements of the Equity in Athletics Disclosure Act (EADA). Mason has nine sports for men and nine sports for women. All the head coaches of the men's teams are men. Women's teams have five male head coaches and four female head coaches. If the head coach of a women's team is male, every effort is made to have a woman as an assistant coach. This policy is internal to Mason, and is not a requirement of the NCAA. Mason's NCAA sport offerings for men and women allow us to be in compliance with Title IX. (*Governance and Commitment to Rules Compliance Sub-committee 2013 Report*)

Academic Integrity Sub-committee (Chair, Janette Muir)

The committee was charged with reviewing Athletic Department personnel that teach student-athletes (SA's). This is a requirement from the NCAA and was last conducted in 2008-09. A report was generated by the Office of the Registrar for all classes taught by athletic personnel and showed no irregularities between the grades distributed for student-athletes and students generally. Other areas the committee reviewed included the comparison of plagiarism/honor code cases for student-athletes, two, compared to the many cases for students generally. The number of Student-Athletes on the Dean's list compared to students generally for Fall 2011, Spring 2012 and Summer 2012 is still under review. (*Academic Integrity Sub-committee 2013 Report*).

Gender-Diversity and Student Well-Being Sub-committee (Chair, Larry Atienza)

The Associate Athletic Director of Student-Athlete Affairs, Nena Rogers, provided an overview of the Student-Athlete Advisory Council (SAAC) :Two representatives from each team including dance and cheerleading; three

representatives for the track and field teams because of their size. SAAC meets bi-monthly, or as needed, with the 5 sub-committees: Academic, Social, Marketing, Community Service and Diversity. The representatives serve as the “voice” of the student-athletes and their role is communicate with the Athletic administration to address issues that impact student-athlete well-being, extra activities and signature events. They meet with Athletic Director Tom O’Connor at least once a year, usually in December. Two student-athletes serve at the conference level and Mason is scheduled to host the 2014 SAAC Summit. John Gardner, SAAC representative from the Soccer team is one of the SAAC representatives now working with the ODIME (Office of Diversity, Inclusiveness, Multi-Educational) Committee through University Life. ODIME would like to have student-athletes more involved in diversity on campus. Kaylin Newman, SAAC representative from the Track team reported on her attendance at the APPLE conference where schools were given the opportunity to evaluate your program’s drug testing and sanctioning policies. Also policies related to overall wellness, drugs and alcohol, hazing, overall team unity, and the Student-Athlete Mentoring Program (SAMS) and intra team involvement.

During the meeting Linda Miller brought up the subject of Diversity as it relates to question #16 on the Exit Survey. “Have you been exposed to activities that involved the promotion and engagement of diversity issues and activities?” The Yes- No- completed survey data shows many student-athletes answer NO which suggests the question needs to be rephrased to clarify exactly what information we’re seeking; information about participation, knowledge or both. Corey Jackson gave 3 alternate questions to be reviewed by SAAC for next year’s Student-Athlete Exit Survey. (*Gender, Diversity and Student Well-Being Sub-committee 2013 Report*)

In conclusion, I would like to thank each Athletic Council member for their commitment and invaluable guidance and support. It has been an honor to serve.

Linda Miller
Faculty Athletic Representative
April 19, 2013

Cc: President Angel Cabrera
Chief of Staff Frank Neville
Assistant Vice President/Director of Athletics Tom O’Connor
Senior Associate Athletics Director Sue Collins

10. EFFECTIVE TEACHING – Danielle Rudes (CHSS), Chair
Committee Members: John Cantiello (CHSS), Timothy Curby (CHSS), Josh Eyler (Center for Teaching and Faculty Excellence); Paul Gorski (CHSS), Ramin Hakami (COS).

Report of the Committee on Effective Teaching
George Mason University, Faculty Senate
2012-13

Committee Members

Chair, **Danielle S. Rudes** (Criminology, Law & Society)
Senator: **John Cantiello** (Health Administration & Policy)
Ramin Hakami (Biochemistry)
Tim Curby (Applied Developmental Psychology)
Paul Gorski (New Century College)

Josh Eyler (Center for Teaching and Faculty Excellence) (non-voting member)

OUR COMMITTEE'S CHARGE

- To develop and help implement procedures which encourage and reward effective teaching, and to enable faculty to improve their teaching effectiveness independent of any evaluation procedures, and to implement procedures or evaluation of effective teaching. Also, to recommend policy to the Senate and to monitor the use of such policy for the evaluation of teachers and courses, including the following:
 - A. Review existing policies concerned with the evaluation process and as appropriate formulating modifications and additions to these policies and recommending such changes to the Faculty Senate;
 - B. Review the evaluation form questionnaire at least once every three years and recommending appropriate changes or modifications of the questionnaire and/or procedure to the Faculty Senate; and
 - C. Inform the Office of Institutional Analysis of policy governing the preparation, administration, and distribution of the results of the GMU Faculty/Course evaluations forms and monitoring the process so as to insure proper application of such policies.
 - D. Review, in consultation with the Provost's Office, the course evaluation form currently in use, in order to eliminate its ambiguities and perceived deficiencies and to provide for the inclusion of localized questions by the local academic units; and establish a mechanism for regular review of the course evaluation forms

OUR WORK

This year our committee worked on creating three separate documents related to assessing and improving teaching at GMU. At present, all are in development. These include:

1. **Adding a non-voting member to our committee meetings**, Josh Eyer, as a **representative from the Center for Teaching and Faculty Excellence**. We feel it serves the committee well to have a member of the CTFE present at all meetings by bringing advanced pedagogical and procedural knowledge about ways to effectively and efficiently meet our charges.
2. **A Guide for Interpreting & Using Course Evaluations** for faculty and departments (chairs/P&T committees)

Work in 2012-13: began discussions about developing this guide; solicited ideas from committee members; began discussing with external community and found great interest.

Projected work in 2013-14: Produce a draft of this guide and solicit faculty feedback. Finalize the guide. Post on Senate and Center for Teaching & Faculty Excellence websites for faculty to use/enjoy.

3. **Publicize the existence and purpose of our committee to elicit feedback**

Work in 2012-13: contacted Senate administrative assistant/web page operator to see if we can post a feedback link with information on who our committee is and what our charge is. We think this is imperative so that we can better represent faculty interests related to teaching during committee meetings.

Projected work in 2013-14: Get this link up on the Senate webpage in the Fall of 2013; publicize on E-Files and on the Center for Faculty and Teaching Excellence webpages. Work on securing a permanent location for this feedback collector.

- 4. Conduct short faculty survey** to get feedback on existing course evaluation system/form used at Mason

Work in 2012-13: completed draft of survey, speaking with Stephanie Hazel and Office of Institutional Assessment to get permission to distribute survey to all teaching faculty/staff (tenure-line, term, adjunct) in Fall 2013.

Projected work in 2013-14: Conduct survey in Fall 2013; use undergraduate research assistants (UGRAs in Center for Advancing Correctional Excellence in Department of Criminology, Law & Society to analyze data and provide brief report to committee. Present this information to Senate at end of 2013-14 Academic Year.

The committee is happy to remain assembled throughout the 2013-14 academic year to continue and complete this work.

6. EXTERNAL ACADEMIC RELATIONS – David Kuebrich (CHSS) and John Riskind (CHSS), Co Chairs. Committee Members: Alok Berry (VSE), Arie Croitoru (COS), Mike Dickerson (CHSS), Elavie Ndura (CEHD), Lesley Smith (CHSS – Provost Appointee)

External Academic Relations Committee: Annual Report to the Faculty Senate (2012-13AY)

1. Meetings: The EARC met 4 times as a committee. In addition, the co-chairs and the Senate chair met with Del. David Bulova and four committee members attended a town-hall meeting hosted by Del. Bulova and Sen. Chap Petersen.

2. Interaction with NOVA Legislators: The Committee discussed with Del. Tom Rust (chair) and Bulova (member) of the House Sub-Committee on Higher Education the five pieces of legislation being proposed by the FSVA and VA AAUP. At our request, Bulova agreed to sponsor one of the bills (which still needed a sponsor at the time of our meeting). Both delegates seemed to genuinely appreciate our reaching out to them, for this helped them to prepare for the discussion of these bills in their Sub-Committee. In short, we communicated the faculty perspective and also made their work a bit easier.

3. FSVA Meeting: No member of the EARC attended the fall meeting of the FSVA. This spring we inquired about the possibility of attending future meetings via Skype, but the President of FSVA didn't seem very receptive to this.

4. Higher Education Advocacy Day: No member of the EARC attended the annual Advocacy Day, organized by the VA AAUP and FSVA, which is held at the beginning of the legislative session. The EARC hopes to send one or more members next year. However, we believe it is more important to meet with NOVA legislators prior to the legislative session. (See #6 below.)

5. Mason Lobby Day (2/7/2013): One member of the Committee (Alok Berry) attended several Student Government planning meetings and then travelled with 50 students to Richmond, where they were joined by GMU alumni. After a breakfast with President Cabrera, the VA Secretary of Education, and some senators and delegates, the students, faculty and alumni divided into small groups and spent several hours meeting with individual legislators, discussing the need for more public support for GMU.

6. The EARC believes it would be helpful if members of the Faculty Senate (and other interested faculty) develop a closer relationship with NOVA legislators, so our elected representatives have a better understanding of the challenges facing higher education, in general, as well as the particular needs of GMU and its faculty. Accordingly, we propose the following informal, voluntary initiative for the coming year:

Senate members who live in Virginia arrange to meet two times with the delegate and senator of the district in which they reside. The first meeting would be during the summer to discuss general concerns re higher education, GMU and its faculty. (The EARC will suggest some talking points.) The second meeting would be in the late fall/early winter to discuss the particular issues being proposed for the upcoming legislative session by a) the GMU Administration and b) the AAUP-FSVA.

If acceptable to the Faculty Senate, the EARC will email senators, asking for volunteers for this initiative. After trying this approach for the coming year, we will decide whether this initiative should be formally adopted or discontinued.

**7. FACULTY HANDBOOK REVISION – Suzanne Slayden (COS), Chair
Committee Members: Lloyd Cohen (LAW), Kevin Curtin (COS).**

Annual Report to the Faculty Senate from the Faculty Handbook Revision Committee
Members: Lloyd Cohen, Kevin Curtin, Suzanne Slayden (Chair)

The Committee met 12 times during the 2012-2013 academic year. Certain administrators met with the 3 elected faculty members: Deborah Boehm-Davis, Associate Dean, CHSS; Renate Guilford, Associate Provost; Michelle Lim, Human Resources. Proposals for changes to the Faculty Handbook were considered. Foremost among the proposed revisions were those requested by the BOV to remove them from the Promotion and Tenure Appeals process.

The changes were submitted to the Faculty Senate at a Special Meeting on Feb. 13, 2013. All the proposed revisions except one were approved (composition of the Provost search committee). The approved revisions, which were also approved by the relevant administrators and reviewed by the University Counsel's office, were submitted to the BOV for consideration at its March meeting. The BOV approved the revised P&T Appeals procedure, but postponed consideration of the other proposed revisions. The committee has submitted the Chapter 2 and Chapter 3 revisions (but not the Chapter 1 revisions) to the BOV for consideration at its May 8th meeting.

**8. GENERAL EDUCATION – Janette Muir (Associate Provost for Undergraduate Education), Chair.
Committee Members: Dominique Banville (CEHD), Rick Diecchio (COS – Provost Appointee), Kelly Dunne (CHSS), Kim Eby (Associate Provost for Faculty Development & Director, Teaching and Faculty Excellence Center), Rebecca Ericson (COS), Doug Eyman (CHSS), Mack Holt (CHSS), Frank Allen Philpot (SOM), Hugh Sockett (CHSS), Cliff Sutton (VSE – Provost Appointee), Mark Uhen (COS), Carol Urban (CHHS – Provost Appointee).**

ANNUAL REPORT OF THE UNIVERSITY GENERAL EDUCATION COMMITTEE

GENERAL EDUCATION Members:– Janette Muir (AP-UG Chair). Dominique Banville (RHT-CEHD), Rick Diecchio (COS), Kelly Dunne (NCC-CHSS), Rebecca Ericson, Douglas Eyman (CHSS), Mack Holt (CHSS), Frank Allen Philpot (SOM), Hugh Sockett (CHSS), Cliff Sutton (VSE), Mark Uhen (COS), Carol Urban (CHHS), Peter Winant (CVPA), Aaron Yohai (Student Representative). Ex

officios: Kim Eby (Associate Provost/Center for Faculty and Teaching Excellence), Stephanie Hazel (Associate Director, Institutional Assessment). General Education Coordinator: Marcy Glover.

April 17, 2013

Overall, the University General Education committee is very active, meeting at least once a month and more often as we near catalog revision time. The committee looks at specific proposals, engages in important philosophical discussions about the role of gen ed at Mason, and reviews relevant data regarding college offerings and faculty commitments. Assessment is an on-going aspect of the general education program and assessment results are shared on a regular basis with the committee. Additionally, committee members have served as reviewers in a variety of assessment activities relevant to the gen ed categories. One highlight this year was the addition a student representative who also serves as a member of the student senate. This student has been very helpful in providing a student voice about the general education categories and learning outcomes.

Over the past few years, the gen ed committee has worked diligently on the creation of learning outcomes for all categories and has reviewed assessment the majority of categories. This past year, the committee finalized learning outcomes for Oral Communication and Quantitative Reasoning and created learning outcomes for the overall General Education Program. In addition, the committee revised the learning outcomes for the Social and Behavioral Sciences, Global Understanding and Arts categories, for the purpose of clarifying the requirements. These new learning outcomes are located in the 2013-2014 catalog. The following is a new description of general education at Mason, as approved by the General Education committee in March.

General Education at Mason

General Education at George Mason University is designed to complement work in a student's chosen area of study. These classes serve as a means of discovery for students, providing a foundation for learning, connecting to potential new areas of interest and building tools for success in whatever field a student pursues. Learning outcomes are guided by the qualities every student should develop as they move toward graduating with a George Mason degree. Through a combination of courses, the general education program helps students to become:

Critical and Creative Scholars

Students who have a love of and capacity for learning. Their understanding of fundamental principles in a variety of disciplines, and their mastery of quantitative and communication tools, enables them to think creatively and productively. They are inquisitive, open-minded, capable, informed, and able to integrate diverse bodies of knowledge and perspectives.

Self-Reflective Learners

Students who develop the capacity to think well. They can identify and articulate individual beliefs, strengths and weaknesses, critically reflect on these beliefs and integrate this understanding into their daily living.

Ethical, Inquiry-Based Citizens

Students who are tolerant and understanding. They can conceptualize and communicate about problems of local, national and global significance, using research and evaluative perspectives to contribute to the common good.

Thinkers and Problem-Solvers

Students who are able to discover and understand natural, physical, and social phenomena; who can articulate their application to real world challenges; and who approach problem-solving from various vantage points. They can demonstrate capability for inquiry, reason, and imagination and see connections in historical, literary and artistic fields.

Course Proposals

The committee considered **18** course proposals and approved **13** new courses for the general education inventory, with the others being sent back for revision or clarification. We expect resubmission of the majority of the returned courses.

Plans are in process for a summer workshop involving several gen ed committee members. The workshop will focus on developing modifications to the current program with the intent to introduce a revised model to the Faculty Senate in the Fall semester.

9. GRIEVANCE – Paul Houser (COS), Chair

Committee Members: Rick Coffinberger (SOM), Doris Bitler Davis (CHSS), Cody Edwards (COS), Mike O'Malley (CHSS).

Annual Report AY 2012-13: Grievance Committee

The University Grievance Committee has received only one grievance during AY 2012-13. This Grievance was submitted on December 11th, 2012 concerning the process of recruiting and hiring a new SPP faculty member. The University Grievance Committee convened on December 13th, 2012 and again on January 28th to review the merits of the revised grievance, and have concluded that a violation of section 2.3.2 of the Faculty Handbook had occurred. On February 27, 2013 the Grievance Committee recommended to President Cabrera that SPP's policies are modified to bring SPP in compliance with the Faculty Handbook provisions and that said policies are followed in all future faculty hiring in SPP.

The Grievance Committee also recommended that Dean Rhodes be required to provide documentation of such to the Committee as soon as possible. To date, the committee has not received a response from the SPP Dean, Provost or the President.

Discussion: It was noted that the President's Office is working on this delay, the President's Office is working on it and taking it very seriously.

10. MINORITY AND DIVERSITY ISSUES – David Anderson (CEHD), Chair

Committee Members: Xiaomei Cai (CHSS), Jian Lu (COS), Hazel McFerson (CHSS), Suzanne Scott (CHSS).

**George Mason University Minority and Diversity Issues Committee
2012-2013
Report to Faculty Senate**

The members of the Minority and Diversity Issues Committee (MDIC) were David S. Anderson (chair), Xiaomei Cai, Jian Lu, Hazel McFerson, and Suzanne Scott. Corey Jackson and Gerardine Mobley were also in attendance at many meetings.

The charge of the Minority and Diversity Issues Committee (MDIC) is “to work in concert with the Equity Office, Minority Students Services Office, other pertinent administrators, and campus organizations in developing and implementing means to ensure nondiscrimination, tolerance, and protection of the rights of all persons affiliated with the University; and to facilitate dialogue among those connected with the University and those in the broader community on matters concerning minority populations and diversity issues.”

The MDIC had a productive year, with engaged discussions and planning activities that built upon the previous year’s Conceptual Framework for MDIC Initiatives; this framework highlighted thematic areas of Policy Analysis, Resource Development and Community Awareness, with minority areas including LGBTQ, Foreign Born, General Body Size and Age. The discussions during 2012-2013 centered on four primary thematic areas: (1) Quality of Worklife Survey; (2) MDIC Website; (3) Mentoring, and (4) Faculty Support.

With the **Quality of Worklife Survey**, Professor Lou Buffardi provided information from the 2012 survey. He highlighted data based on Minority and Non-Minority affiliations, for full-time faculty, with summaries for Perceived Organizational Support and for Affective Organizational Commitment. He offered information on three diversity climate scales: Diversity Policies and Procedures (organizational), Diversity Policies and Procedures (direct supervisor) and Climate for Inclusion, based on minority/non-minority status. Further sub-analyses included academic role (Tenure Track, Tenured and Term faculty members). Overall, the results showed no statistically significant difference (a) between minority and non-minority faculty, and (b) among faculty members based on role. The minority faculty did have lower scores on the three scales, although these were not statistically significant. Response patterns on Diversity Policies and Procedures (organization) and Climate for Inclusion, from tenured and tenure track individuals, shows similar findings across these two groups, again with minority showing lower scores than non-minority respondents. MDIC members suggested local discussion of the results, and differences among groups, that could occur on an overall basis as well as within academic units.

The second major topic was the establishment of a **MDIC Website**. It was suggested that this be hosted on the Office of Equity and Diversity Services website, with links on a range of other Mason websites (e.g., the Faculty Senate, the office of Teaching & Faculty Excellence, and individual Colleges or Departments). The purpose would be to communicate the MDIC’s insights, information, and resources to the larger campus community, with an ultimate aim of

helping promote diversity and inclusion at Mason. MDIC members reviewed other university websites on diversity and inclusion issues, and proposed the following content for the MDIC website:

- MDIC Mission
- Membership – current and past
- Diversity Statement (including endorsements)
- Previous MDIC annual reports
- Showcase of Minority Faculty Research – research conducted by minority Mason faculty members
- Research on Diversity prepared by Mason faculty members; some of this will be duplicative of the minority faculty research, and will be cross-linked
- Highlights of diversity initiatives from campus departments and college to illustrate their efforts to promote diversity and inclusion
- Champions of diversity issues – this could be an individual or office identified by the MDIC and/or Office of Equity and Diversity Services
- Faculty tips –how to deal with diversity issues. It may include an issue, a summary response, links (e.g., to webinars or resources), and follow-on comments from others (e.g., a thread or blog where others respond). This may include minority and diversity issues to guide faculty in their class and campus life.
- Mentoring - what would be helpful for minority faculty members, both at the college and departmental level, as well as other resource assistance (see separate discussion in this Annual Report)
- Mason Data – primarily from the Quality of Worklife study and the summary analyses. This would also include the MDIC’s ‘take’ on the data
- A statement about “why diversity matters”
- Links to other resources and sources of information, such as helpful journal articles
- General guidance and resources, including cultural competence material and resources
- “Suggestion or Question” box; this could include questions to be addressed in the faculty tips section, issues to be addressed by the MDIC, or other related topics or issue.

The aim is to be welcoming, proactive, and higher profile. Further, the MDIC thought it would be helpful to have periodic items shared with the university community, and/or the Faculty Senate, that would drive readers to the MDIC website for further information and resources.

The third area of emphasis for the MDIC was with **Mentoring**, particularly with new minority faculty members. The focus of this would be upon providing helpful support and advice to faculty members regarding a range of issues, including dealing with students in the classroom setting, advising, academic support, and promotion and tenure issues. One starting point is with the OSCAR program as well as the Center for Teaching and Faculty Excellence; these offices may have summaries or synthesized comments from faculty members about quality mentoring; future MDIC committee members may use this as a starting point to prepare some reactions regarding additional perspectives most appropriate to and relevant for minority

faculty members. A second recommendation is to sponsor / co-sponsor a discussion on needs, issues, and concerns about mentoring, with a specific focus on unique issues for minority faculty. Third, a climate survey regarding mentoring and related needs felt by minority faculty members may be sponsored. This would be sent to all faculty or to newer faculty, who would be asked to self-identify whether they consider themselves a minority faculty members; specific questions about what might be helpful in a mentoring process, as well as where to turn for guidance or assistance (whether regarding enhancing the students' experience vis a vis diversity and inclusion, or for professional development considerations).

The fourth topic area, permeating the entire year for the MDIC, was **Faculty Support**. This focused on several specific issues. First, it is important that faculty members should be more aware of class and minority issues. While some disciplines may lend themselves more easily to attention to this in coursework (e.g., sociology, social work), MDIC members believe this can be woven into the content of all courses. Second, faculty members have a role as an advisor and example for students; thus it is important for faculty to be more supportive and aware in this regard. Third, faculty development as professionals is important; minority faculty members need to be supported in their classroom activities. Finally, it is important that faculty know how to identify safe and confidential places to go with complaints, concerns or issues. Greater liaison with three resources was suggested: the Center for Teaching and Faculty Excellent, the Campus Climate Task Force, and the Office of the Ombudsman.

Discussion: A Senator can see intention of committee of stating strong need for minority faculty...all issues – helping us to recognize there is such a thing as a minority faculty experience, begin to recognize often very different – pay attention to that. Support is paramount and overdue in the US. Would like to see us moving forward in new Mason Idea to sit together and discuss intentionally and constructively too. Another Senator emphasized the need for support for minority faculty research also.

11. NON-TRADITIONAL, INTERDISCIPLINARY, AND ADULT LEARNING – Carole Rosenstein (CVPA), Chair. Committee Members: Nada Dabbagh (CEHD), Kathryn Jacobsen (CHHS), Cynthia Lum (CHSS), Ray Sommer (SPP).

The committee conducted no business in AY 2012-13.

12. SALARY EQUITY STUDY

Committee Members: Margret Hjalmarson (CEHD), Eden King (CHSS), Lesley Smith (CHSS), Catherine Wright (CHSS).

13. TECHNOLOGY POLICY – Stanley Zoltek (COS), Chair

**Committee Members: Alok Berry (VSE), Andy Finn (CHSS), Goodlet McDaniel (CHSS – Provost Appointee), Nirup Menon (SOM), Pallab Sanyal (SOM), Nigel Waters (COS)
2012-2013**

Technology Policy - Stanley Zoltek (COS), Chair

Committee Members Alok Berry (VSE), Andy Finn (CHSS), Goodlet McDaniel (CHSS), Nirup Menon (SOM), Pallab Sanyal (SOM), Nigel Waters (COS)

The Faculty Senate Technology Policy Committee has met four times during the 2012-2013 academic year. Its fifth and final meeting is on April 29. As always, the committee encourages faculty to submit agenda items for the committee's consideration.

President Cabrera recently announced that after 16 years of service as Vice President and CIO, Dr. Hughes is returning to the faculty. The committee wishes to take this opportunity to thank Dr. Hughes for her supportive and collaborative solutions to faculty technology challenges during that time. Dr. Hughes and her senior staff have been available to answer questions and brief us on upcoming ITU projects. She has always sought our participation and feedback concerning ITU projects and priorities.

The committee also wishes to recognize Walt Sevon, Deputy CIO & Executive Director, Technology Systems Division, for his 20 years of supporting Mason's education and research missions. Walt will be retiring in June.

Briefings and recommendations:

- Briefed: throughout the year the committee was updated on the Faculty/Staff email selection project---bids were considered for transitioning to Gmail and Office 365. The decision to select Office 365 was based primarily on accessibility issues. The committee will seek a briefing on the timing and transition to the new system.
- Briefed on actions taken to ensure reliable access to the University's streaming video server:
 - Relocated server to the Aquia Data Center
 - Applied firewall rules to ensure that new files must be uploaded only from an on campus network connection or via VPN
 - Set procedures that inform relevant personnel of computer failures
- Virtual Computing Lab (VCL)
 - Recommended: a short training video be created that illustrates how to access the VCL-Tim Murphy, Director, DoIT - Classroom & Lab Technologies, is coordinating this project
 - Briefed: R has been added to the statistic package images as well as creating an image with just R
 - Briefed: SPSS stability issues resolved by RAM increase
 - Recommended: in response to some faculty requests, reconsider decisions as to which add-on features for SPSS will be provided
 - Recommended: ITU should change the granularity of VCL utilization reports to reflect which courses are using resources. This will allow the impact of distance education courses to be separated from traditional courses. Current utilization reports reflect the relative resources consumed by VCL software without reflecting the link to which courses are consuming resources.
 - Briefed: faculty encouraged to send questions to *vclhelp@gmu.edu*
- Briefed: May updates of Blackboard products
- Briefed: Blackboard user survey being analyzed
- Recommended: Blackboard "course reports" feature must be restored ASAP
- Briefed on the "Business Intelligence" (BI) project---contact Walt Sevon for details
- Briefed on the "Research Computing Cluster"
- Recommended: include student photos in PatriotWeb ---ITU will consider doing this as a pilot project for the Fall 2013 semester

- Briefed: in advance of the Fall Semester 2013, Microsoft Office 2010 will be installed on all computers in university classrooms and labs across the Fairfax, Arlington, and Prince William Campuses. Office 2010 contains new features and security enhancements that are essential to maintaining an enterprise level system
- To be recommended at next meeting: make the Faculty/Staff ID card also serve as a copy card

14. WRITING ACROSS THE CURRICULUM – Stanley Zoltek (COS), Chair

Committee Members: Jackie Brown (SOM), Benedict Carton (CHSS), Charlene Douglas (CHHS), Tamara Maddox (VSE), Greg Robinson (CVPA), Arthur Romano (S-CAR), Sharon Williams van Roojj (CEHD), Sarah Baker (Director, WAC Program – *ex-officio*)

2012-2013

Writing Across the Curriculum – Stanley Zoltek (COS), Chair

Committee Members: Jackie Brown (SOM), Benedict Carton (CHSS), Charlene Douglas (CHHS), Tamara Maddox (VSE), Gregory Robinson (CVPA), Arthur Romano (S-CAR), Shahron Williams Van Roojj (CEHD), Stanley Zoltek (COS, Chair)

Sarah Baker *ex-officio* (WAC Acting Director); Joy Loving (WAC Program Research Assistant); Ryan Sheehan (WAC Program Research Assistant)

Consultants to the Committee:

Melissa Allen (ELI), Josh Eycler (CTFE), Peter Farrell (IT&E), Dawn Fels (Writing Center), Dorothy Lockaby (Libraries), Karyn Mallett (ELI), Jessica Matthews (Composition), Larry Rockwood (Biology), Paul Rogers (English), Bethany Usher (OSCAR),

The committee met six times during the 2012-2013 academic year. The committee's charge includes: advising the director of Writing Across the Curriculum, approval of new writing-intensive (WI) courses, regular review of WI course syllabi, and assisting with activities and events related to Writing Across the Curriculum. WAC reports to the Associate Provost for Undergraduate Education.

The committee wishes to thank Sarah Baker for her leadership as acting WAC director while an international search for a new director was completed. Sarah's leadership has been instrumental in our efforts this year. She did more than dutifully advance the great legacy of Terry Zawacki. Sarah inspired new productivity from every WAC member, keeping our path-breaking program at the top of an expanding field of higher education.

2012-2013 committee and program activities:

- Participation in successful search for new WAC director, beginning August 1.
- Fall and Spring semester check of enrollments in WI courses to assess compliance with the 35-seat requirement, including research on enrollment numbers of WI classes with 30 and above.
- Review of Fall and Spring WI syllabi (report forthcoming May 2013)
- Approved two new WI courses (FAVS 470, MUSI 438)

- Created Blackboard Organization site for WAC program to streamline archiving and improve document access for committee members and consultants.
- Publication of Spring 2013 newsletter, *Faces of WAC*, featuring present and past WAC committee members and consultants, May 2013.
- Promotion of continuing and new undergraduate student writing awards.
- Promotion of the cross-disciplinary, undergraduate journal, *The George Mason Review* (<http://gmreview.gmu.edu/>). (WAC Director is a faculty advisor.)

Note: For the 11th year in a row, Mason's WAC Program made the *U.S. News and World Report's* list of highly ranked colleges for Writing in the Disciplines (WID).

ANNUAL REPORTS OF THE FACULTY SENATE AD HOC COMMITTEES 2012-13

1. FACULTY SENATE TASK FORCE TO EXAMINE AGREEMENTS BETWEEN GMU AND PRIVATE DONORS – David Kuebrich (CHSS), Chair

Task Force Members: Penny Earley (CEHD), Esther Elstun (CHSS – Emerita), Rich Rubenstein (S-CAR), Matt Zingraff (CHSS/Associate Dean for Research and Graduate Programs, *ex officio*)

The Task Force will complete a substantive report over the summer and send it to Senators for discussion at the first meeting of the Senate in Fall, 2013.

Dave Kuebrich (Chair)

2. E-MAIL AND RESEARCH PRIVACY TASK FORCE – Zachary Schrag (CHSS), Chair

Task Force Members: Susan Brionez (Staff Senate Representative), Claudia Rector (Assistant Provost for Academic Affairs – Provost Appointee), Priscilla Regan (CHSS), Stanley Zoltek (COS).

The report is posted on the Faculty Senate website at

http://www.gmu.edu/resources/facstaff/senate/MINUTES_FS_2012-13/E-mail_and_research_privacy_report_final_2013-04-03.pdf

V. Other New Business

Upgrades to Blackboard - Sharon Pitt, Executive Director, DOIT

BLACKBOARD 9 UPDATE

Announcement: The myMason portal, Organizations and Courses will be unavailable from 5pm Friday, May 17 to 10 pm, Saturday May 18 - ENCOURAGE SUBMISSION OF FINAL GRADES BEFORE 5 PM - FRIDAY (they are due to the Registrar by Thursday). An additional reminder message will be sent to faculty this week. Demos of the update will take place on the following dates: April 26th 2-3 pm, May 1st 1-2 pm, May 6st 5-6 pm, May 16th 11-12 pm, May 21st 3-4 pm and May 23rd 1-2 pm.

New Features:

- Retention Center - provides an easy way for instructors to discover students in their courses that are at risk. Based on preconfigured rules and rules instructors create, students' engagement and participation are visually displayed, quickly alerting them to potential risk.

- In Line Assignment Grading – allows the view student-submitted files “inline,” i.e. in the web browser. Annotation tools will be made available as part of the inline viewer, enabling Instructors to provide feedback such as comments, highlights, and even drawing and annotation.

She added students will have capacity to upload pictures, photo and asks faculty not require they do this for reasons of confidentiality. A new look and feel, behooves faculty to spend a little time looking at this. Information for faculty who teach large courses in grade center, will use student G#, will be distributed shortly. Please direct questions to Joe Balducci (Manager, On-Line Resources, DOIT – Learning Support Services) at jbalducc@gmu.edu.

Follow Up- May 2013: The Blackboard resources related to the update to Service Pack 11 can be accessed at: <http://coursesupport.gmu.edu/Summer2013.cfm>.

A list of support videos for Blackboard SP 11 is available at: <http://coursesupport.gmu.edu/Faculty/index.cfm?audiencename=Faculty&categoryname=Bb%20Top%20Questions&datname=Blackboard%20Videos>.

If there are additional questions about Blackboard, please contact Joy Taylor or courses@gmu.edu.

MICROSOFT OFFICE 2010 UPGRADE

Announcement:

- In advance of the fall 2013 semester, Microsoft Office 2010 will be installed on all computers in university classrooms and labs across the Fairfax, Arlington, and Prince William Campuses. MS Office 2010 will be available in university classrooms and computer labs on or before August 23, 2013.
- Office 2010 contains new features and security enhancements that are essential to maintaining an enterprise level system.
- Training programs for Office 2010 have been and will continue to be offered on campus through Training & Certification. Faculty can sign up through the [IT Training web site](#). These workshops will also be included in the BYTE week lineup for fall 2013.
- Desktop Support Services (993-8870 or support@gmu.edu) will install Office 2010 on faculty and staff desktops upon request.

About the Product:

Differences

- Office 2007 is not that different from 2010. Office 2010 fixes some functionality issues of 2007
- Mostly the same features, with some that have been improved
- Biggest challenges may be finding the new location for old features

Compatibility

- File formats are mostly the same between 2007 and 2010
- Some information may not transfer if opening a file created in Office 2010 in Office 2007

- Most challenge may be with MS Access files since that tool had the most upgrades but other than that, most 2007 files should open 2010; suggest testing.
- It's when opening new files in old applications that problems usually arise.
- There really is no need to convert files from 2007 to 2010, since most applications use the same file type (Excel, Word, PowerPoint)

Challenges

- Only program that would possibly give trouble is Access, but a low volume of people use Access
- Customization of features is possible such as enabling editing. Instructions and/or problem solving are available upon request or can be addressed in trainings.

Discussion, Questions, and Responses/Follow-Up:

A Senator expressed concern about compatibility issues for international students with older computers. Sharon Pitt suggested contact Desktop Support Services for help with 2003 files. There are real security issues with not keeping up to date. ***Follow Up- May 2013: Office (PC 2010 or Mac 2011) can view and open every previous version of Office. It cannot view and/or open to forward versions of the product without a software patch download. For example, if you have Office 2003 installed on your computer, you cannot view or edit an Office 2010 file that sent to you without first downloading a software patch from Microsoft. It is in the best interests of faculty to upgrade to the newest version to avoid these problems. Office PC 2010 or Mac 2011 are cross-platform compatible in that, they can be read by either program. Office 2011 for the Mac is the most current version for Macs.***

Can we get an educational copy? ***Follow Up - May 2013: MS Office is available through Patriot Computers for a “work-at-home” price. (Faculty need to ask for the “work-at-home” price). Office 2010 for the PC and Office 2011 for the Mac are available for \$19.95. Faculty need to have valid GMU ID at time of purchase. Faculty are entitled to one copy and that copy needs to be installed for work-related activities. Software cannot be returned for any reason except bad media. There is no Microsoft support for the “work-at-home” product.***

***Patriot Computers
Johnson Center, Room 115
4400 University Drive
Fairfax, VA 22030
Phone: (703) 993-4100
Fax: (703) 993-4560
Email: compstor@gmu.edu***

Why is this upgrade taking place now? Why not wait until the end of the third summer session?

Sharon Pitt acknowledged the concerns and wants to come up with a new governance strategy to (include) community. There are so many upgrades across technological field – some feedback that it is too much at once. We need to develop better strategies to get feedback on impact on academic (year/activities).

A Senator complained about ITU Support speaking in “foreign tongues” – “platform”– on his desk “What’s running it?” Electricity. Sharon addressed the difficulty of retraining IT folk – Senators expressed appreciation for the work of IT staff. Other concerns included lack of compatibility between student, faculty and staff email attachments.

Senator Stanley Zoltek, Chair of the Technology Policy Committee, recommended use of instructional videos so faculty can learn on demand. Sharon Pitt: We do that, and will make more available.

Follow Up: If there are additional questions about Office365 in classrooms and computer labs, please contact Tim Murphy.

Criminal Background Check Report - Jessica Cain, Human Resources

Faculty Senate Report

Criminal Background Checks

April 1, 2012 – March 31, 2013

1. How many criminal background checks were conducted between April 1 last year and March 31 this year?
721 background checks were conducted during this time period. This number includes all background checks for newly hired Faculty and Staff.
2. How many criminal background checks covered full-time faculty? Adjunct faculty?
We covered approximately 160 new full-time faculty and 183 new adjunct faculty.
3. How many potential employees or individuals changing positions within the university refused to allow HR&P to conduct background checks? How many of these were potential or actual faculty members?
No one refused to complete the background check.
4. How many individuals failed to be hired or to change positions within the university because of the outcome of background checks? How many of these were faculty?
Two employees were not hired due to the results of their background check. Both employees were applying for classified staff positions.
5. How many people were terminated due to background checks? How many of these were faculty? Without compromising confidentiality, what were the bases of these actions?
One employee was terminated due to their background check results. The employee was not a faculty member.
6. How much did it cost the university to conduct background checks during the reporting period? **The cost for background checks during this period was approximately \$30,000. This includes costs for all new faculty and staff background checks.**
7. Were there any violations of confidentiality or other aspects of the Background Investigation Policy during the reporting period? Without compromising confidentiality, explain.
There were no violations of confidentiality.

In response to a question raised, Ms. Cain confirmed that we (Human Resources) have guidelines to follow, but it is not mandatory in state law to do background checks.

Election of the Faculty Senate Chair 2013-2014

A motion was made and seconded to nominate Charlene Douglas as Faculty Senate Chair. No further nominations were made from the floor. A motion was made and seconded to close nominations. No objections were made to hold a voice vote and Senator Douglas was elected unanimously. Congratulations Senator Douglas!

VI. Remarks for the Good of the General Faculty

The Senate then recognized June Tangney for all the work she has done as Senate Chair, serving on the Presidential Search Committee and for so many other things...our immense debt of gratitude for her humble

leadership and all she does on a daily basis. She received a standing ovation and responded that she enjoyed very much being your chair, and looks forward to continuing to serve as Faculty Senator.

In the Annual Report of the Status of the Profession (AAUP), GMU is in the third quintile for Professors and Associate Professors, and in the 4th quintile for Assistant Professors. On average we are making less than faculty living in high cost areas such as Waco, TX and Columbia SC.

Several Senators expressed concerns about the Office 2010 e-mail roll out proving to be far rockier than anyone anticipated. Difficulties included searching for emails, problems using iPads, importune timing , etc. A Senator note there are people here (at the meeting) to ask. Another Senator quoted a colleague who has been here for thirty-five years: “When these things happen, it’s part of the mosaic.”

VII. Adjournment: The meeting adjourned at 4:15 p.m.

Respectfully submitted,
Peter Pober
Secretary