

**GEORGE MASON UNIVERSITY**  
**MINUTES OF THE FACULTY SENATE MEETING**  
**MARCH 6, 2019**  
**Robinson Hall B113, 3:00 – 4:15 p.m.**

**Senators present:** Ann Ardis, Dominique Banville, Christine Barthold, Jim Bennett, Alok Berry, Lisa Billingham, Virginia Blair, Melissa Broeckelman-Post, Carol Cleaveland, Lloyd Cohen, Richard Craig, Shannon Davis, Charlene Douglas, Christy Esposito-Smythers, David Gallay, Michael Gilmore, Dimitrios Ioannou, Aditya Johri, Rebecca Jones, Brett Josephson, Larry Kerschberg, Jenna Krall, Ellen Laipson, Timothy Leslie, Bethany Letiecq, Daniel Menascé, Karen Reedy, Keith Renshaw, Pierre Rodgers, Esperanza Roman-Mendoza, Catherine Sausville, Joe Scimecca, Solon Simmons, Suzanne Slayden, Cristiana Stan, Kun Sun, Susan Trencher, Girum Urgessa, Iosif Vaisman, Emily Vraga, S. David Wu.

**Senators absent:** Peggy Agouris, Kevin Avruch, Kenneth Ball, Sonia Ben Ouagrham-Gormley, Henry Butler, Ángel Cabrera, Meagan Call-Cummings, James Conant, Rick Davis, Betsy DeMulder, Mark Ginsberg, Michael Greve, Tamara Harvey, Germaine Louis, Kumar Mehta, Robert Pasnak, Maury Peiperl, Gregory Robinson, Mark Rozell, Donglian Sun, Masoud Yasai, John Zenelis.

**Visitors present:** LaShonda Anthony, Director, Academic Integrity, University Life; Monét Ballard, Student Government Liaison; Jeannie Brown Leonard, Dean, Student Academic Affairs, (Provost); Tom Butler, Associate Registrar, Degree Compliance, Records and Administration; Sara Deriso, Student, TGMU; Kathleen Diemer, Associate Vice President, Advancement Relations; Mackenzie Earl, Student, TGMU; Kimberly Ford, Personnel Project Manager, Provost Office; Janine Gaspari, Student, TGMU; Timothy Gibson, Associate Professor, Communication; Sr. Vice President Carol Kissal; Janette Muir, Associate Provost, Academic Initiatives and Services; Amanda Ogisi, Associate Director, Academic Integrity, University Life; Claudia Rector, Assistant Provost, Academic Affairs, Honors College; Ben Rhoades, Student, TGMU; Elizabeth Woodley, University Ethics Officer and Policy Manager, FOIA Compliance Officer, Compliance, Diversity and Ethics; Pheng Xiong, Associate Registrar.

- I. Call to Order:** Chair Keith Renshaw called the meeting to order at 3:01 p.m. He noted a student organization would be video-recording, allowable because Faculty Senate is an open meeting.
- II. Approval of the Minutes of February 6, 2019:** The minutes were approved.
- III. Announcements**  
Provost Wu introduced Carol Kissal, the new Sr. Vice President for Finance and Administration and mentioned that they would be hosting a Town Hall Meeting April 9<sup>th</sup>.

Some quick updates:

General Faculty Compensation Issues: The university engaged an outside HR firm to do a salary study of faculty salaries relative to our peers. Three main areas of concern and action were noted:

- What should be the minimal salary? The firm used data from our peers to identify floor of minimal salary; 140 faculty fell below this minimum. Moving people to at least the minimal salary will be included in next year's university budget.
- University-wide salary raise: The Commonwealth authorized and the Virginia legislature approved a 3% raise for faculty and a 2.75% raise for classified staff, with a 2.25% merit raise for classified staff. As the university works to finalize next year's budget, they are looking at how to go beyond a 3% raise for faculty.
- Salary Compression: The Provost Office and HR are working diligently with each school and college deans' offices. Under the new budget model, each Dean's office would have some resources to address this issue. As salary compression is a high priority for the administration, there is hope that something concrete can be done on this now and in the future.

Online Education: There are a number of campus-wide engagements/discussion sessions about online education. Provost Wu invites everyone to participate "Online Programming Panel Discussion" co-hosted jointly by the Faculty Senate and Provost Office on Monday March 25, 2019, 1:00 – 2:30 pm at the Johnson Center Cinema. Three additional sessions are scheduled. An email was distributed today with additional details. As noted in his December [Blog](#), Provost Wu wants the whole campus to engage in this discussion.

Mason Impact: Third year of curriculum impact grants, provide seed money to develop new curriculum, due May 31, 2019. Please see email announcement about the planning workshop.

Questions/Discussion:

Who's on the (Online Programming) panel?

Chair Renshaw noted that the expected panelists would include Provost Wu, one AAUP representative, faculty members who have taught online, faculty skeptical about online education, and someone who could present research scholarship about online education. Key topic areas would be solicited in advance to provide structure to the panel discussion.

A Senator asked for more information on the faculty and staff raises. Provost Wu reiterated that there will be a 3% base increase for faculty across the board, with the university attempting to add merit raises on top of that. More details will be provided at the April Town Hall meeting.

A number of questions were posed to the Provost regarding online education, including requests for clarification on the language in Virginia legislature budget bill that includes stipulations regarding Virginia FOIA laws should a separate online entity become a reality. The Provost referred to a previous visit by Rector Davis to the Faculty Senate where he discussed the legislative decisions and the logic behind

them. Should the public university want to partner with a private entity, the state must authorize this partnership. The state is cautious about granting additional authority on issues like this so the legislative language was created to provide that kind of authorization. The issue with entities being subject to FOIA is whether an entity is public or private in its funding structure. Preventing FOIA was not the intent but figuring out the funding structure was.

#### **IV. Committee Reports**

##### **A. Senate Standing Committees**

*Executive Committee* – Keith Renshaw, Chair

The Executive Committee does not have a finalized report on institutional questions, will get it out to you all. Our next meeting is on March 22<sup>nd</sup>. The Multilingual Academic Support Committee and the Effective Teaching Committee wish to report. Usually the last meeting of the Faculty Senate takes place at the end of April, Senators should keep May 1<sup>st</sup> open as our final meeting; a lot of business remains.

*Academic Policies* – Suzanne Slayden, Chair

Approval of the Academic Calendar Fall 2019-Summer 2020

[Link](#)

The Academic Policies Committee has received from the Registrar's Office a proposed calendar for the academic year, Fall 2019 through Summer 2020. The calendar includes dates for the 15-week Fall and Spring semesters, the four 7.5-week half-semester sessions, and the Summer term. The first 7.5 week session in the Spring semester starts on the Wednesday before regular classes begin, and ends on the Friday before Spring Break. This is in accord with the results of the discussion in Faculty Senate last month.

The AP Committee continues to discuss with the Administration the establishment of a permanent Drop Deadline. We will bring a recommendation to the Faculty Senate for final approval.

**The Academic Policies Committee recommends that the Drop Deadline for the 15-week semesters for 2019-2020 be established temporarily as 22 calendar days and that the Faculty Senate approve the 2019-2020 calendar.** This is the same length of time as the Drop Deadline for the current academic year as approved previously by the Faculty Senate.

**Both recommendations were approved.**

FALL SEMESTER 2019		
15 Week Session	First day of classes	Mon. Aug 26
	Labor Day ( <i>University Closed</i> )	Mon. Sept 2
	Last Day to Add ( <i>Census</i> )	Tue. Sept 3
	Last Day to Drop	Tue. Sept 17
	Student Self-Withdraw Period	Wed. Sept 18 – Mon. Sept 30
	Fall Break ( <i>Classes do not meet</i> )	Mon. Oct 14
	Monday classes/labs meet ( <i>Tuesday classes do not meet this week</i> )	Tue. Oct 15
	Mid-term evaluation period ( <i>Full-semester 100-200 level classes</i> )	Mon. Sept 23 – Fri. Oct 18
	Selective Withdrawal Period ( <i>Undergraduates Only</i> )	Tue. Oct 1 – Wed. Oct 30
	Thanksgiving Recess ( <i>No Classes</i> )	Wed. Nov 27 – Sun. Dec 1
	Dissertation/Thesis Deadline	Fri. Dec 6
	Last Day of Class	Sat. Dec 7
	Reading Day(s)	Mon. Dec 9 – Tue. Dec 10
	Examination Period	Wed. Dec 11 – Wed. Dec 18
	Winter Graduation	Thur. Dec 19
Degree Conferral	Sat. Dec 21	
7.5 Week Session I	First Day of Classes	Mon. Aug 26
	Last Day to Add	Wed. Aug 28
	Last Day to Drop	Fri. Aug 30
	Labor Day ( <i>No Classes</i> )	Mon. Sept 2
	Last Day to Self-Withdraw	Fri. Sept 13
	Selective Withdrawal Period ( <i>Undergraduates Only</i> )	Sat. Sept 14 – Fri. Sept 20
	Last Day of Classes	Mon. Oct 14
	Examination Period	Tues. Oct 15 – Wed. Oct 16
	Winter Graduation	Thu. Dec 19
	Degree Conferral	Sat. Dec 21
7.5 Week session II	First Day of Classes	Mon. Oct 21
	Last Day to Add	Wed. Oct 23
	Last Day to Drop	Fri. Oct 25
	Last Day to Self-Withdraw	Thu. Nov 7
	Selective Withdrawal Period ( <i>Undergraduates Only</i> )	Fri. Nov 8 – Wed. Nov 14
	Thanksgiving Recess ( <i>No Classes</i> )	Wed. Nov 27 – Sun. Dec 1
	Last Day of Classes	Wed. Dec 11
	Examination Period	Thu. Dec 12 – Fri. Dec 13
	Winter Graduation	Thu. Dec 19
Degree Conferral	Sat. Dec 21	

SPRING SEMESTER 2020		
15 Week Session	MLK Day ( <i>University closed</i> )	Mon. Jan 20
	First Day of Spring Classes	Tue. Jan 21
	Last Day to Add ( <i>Census</i> )	Tues. Jan 28
	Last Day to Drop	Tue. Feb 11
	Student Self-Withdraw Period	Wed. Feb 12 – Mon. Feb 24
	Spring Recess ( <i>Classes do not meet</i> )	Mon. Mar 9 – Sun. Mar 15
	Mid-term evaluation period ( <i>Full-semester 100-200 level classes</i> )	Mon. Feb 17 – Fri. Mar 20
	Selective Withdrawal Period ( <i>Undergraduates Only</i> )	Tue. Feb 25 – Mon. Mar 30
	Dissertation/Thesis Deadline	Fri. May 1
	Last Day of Class	Mon. May 4
	Reading Day(s)	Tue. May 5
	Examination Period	Wed. May 6 – Wed. May 13
	University Commencement	Fri. May 15
Degree Conferral	Sat. May 16	
7.5 Week Session I	<i>First Day of Classes</i>	Wed. Jan 15
	Last Day to Add	Fri. Jan 17
	MLK Day ( <i>No Classes</i> )	Mon. Jan. 20
	Last Day to Drop	Tue. Jan 21
	Last Day to Self-Withdraw	Mon. Feb 3
	Selective Withdrawal Period ( <i>undergraduate only</i> )	Tues. Feb 4 – Mon. Feb 10
	Last Day of Classes	Wed. Mar 4
	Examination Period	Thu. Mar 5 – Fri. Mar 6
	University Commencement	Wed. May 15
Degree Conferral	Thu. May 16	
7.5 Week Session II	Spring Break ( <i>No Classes</i> )	Mon. Mar 9 – Sun. Mar 15
	First Day of Classes	Mon. Mar 16
	Last Day to Add	Wed. Mar 18
	Last Day to Drop	Fri. Mar 20
	Last Day to Self-Withdraw	Thu. Apr 2
	Selective Withdrawal Period ( <i>undergraduate only</i> )	Fri. Apr 3 – Thu. Apr 9
	Last Day of Classes	Fri. May 1
	Examination Period	Mon. May 4 – Tue. May 5
University Commencement	Fri. May 15	
Degree Conferral	Sat. May 16	

SUMMER TERM		Summer 2020
Full Summer Session : 12 Week	First day of classes	Mon. May 18
	Memorial Day ( <i>university closed</i> )	Mon. May 25
	Last Day to Add/Drop ( <i>census</i> )	Tue. May 26
	Student Self-Withdraw Period	Tue. Jun 2 – Tue. Jun 16
	Selective Withdrawal Period ( <i>undergraduates only</i> )	Wed. Jun 17 – Thur. Jul 9
	Independence Day Observance ( <i>university closed</i> )	Fri. Jul 3 – Sat. Jul 4
	Dissertation/Thesis Deadline	Fri. Jul 31
	Last Day of Class	Wed. Aug 5
	Examination Period	Thur. Aug 6 – Sat. Aug 8
Degree Conferral	Sat. Aug 22	
Session A: 5 Week	First Day of Classes	Mon. May 18
	Last Day to Add/Drop ( <i>census</i> )	Wed. May 20
	Memorial Day ( <i>university closed</i> )	Mon. May 25
	Student Self-Withdraw Period	Thur. May 21 – Mon. Jun 1
	Selective Withdrawal Period ( <i>undergraduates only</i> )	Tue. Jun 2 – Tues. Jun 9
	Last Day of Classes	Wed. Jun 17
	Examination Period	Thur. Jun 18 – Sat. Jun 20
	Dissertation/Thesis Deadline	Fri. Jul 31
Degree Conferral	Sat. Aug 22	
Session B: 8 Week	Memorial Day ( <i>university closed</i> )	Mon. May 25
	First Day of Classes	Mon. Jun 1
	Last Day to Add/Drop ( <i>census</i> )	Thur. Jun 4
	Student Self-Withdraw Period	Fri. Jun 5 – Thur. Jun 18
	Independence Day Observance ( <i>university closed</i> )	Fri. Jul 3 – Sat. Jul 4
	Selective Withdrawal Period ( <i>undergraduates only</i> )	Fri. Jun 19 – Tue. Jul 7
	Last Day of Classes	Tue. Jul 21
	Examination Period	Thur. Jul 23 – Sat. Jul 25
	Dissertation/Thesis Deadline	Fri. Jul 31
Degree Conferral	Sat. Aug 22	
Session C: 5 Week	First Day of Classes	Mon. Jun 22
	Last Day to Add/Drop ( <i>census</i> )	Wed. Jun 24
	Independence Day Observance ( <i>university closed</i> )	Fri. Jul 3 – Sat. Jul 4
	Student Self-Withdraw Period	Thur. Jun 25 – Mon. Jul 6
	Selective Withdrawal Period ( <i>undergraduates only</i> )	Tue. Jul 7 – Tue. Jul 14
	Last Day of Classes	Thur. Jul 23
	Examination Period	Fri. Jul 24 – Sat. Jul 25
	Dissertation/Thesis Deadline	Fri. Jul 31
	Degree Conferral	Sat. Aug 22

Session D: 10 Week	First day of classes	Mon. May 18
	Memorial Day ( <i>university closed</i> )	Mon. May 25
	Last Day to Add/Drop ( <i>census</i> )	Fri. May 22
	Student Self-Withdraw Period	Sat. May 23 – Thur. Jun 11
	Selective Withdrawal Period ( <i>undergraduates only</i> )	Fri. Jun 12 – Fri. Jun 26
	Independence Day Observance ( <i>university closed</i> )	Fri. Jul 3 – Sat. Jul 4
	Last Day of Class	Wed. Jul 22
	Examination Period	Thur. Jul 23 – Sat. Jul 25
	Dissertation/Thesis Deadline	Fri. Jul 31
Degree Conferral	Sat. Aug 22	
Session E: 7.5 Week	First Day of Classes	Mon. May 18
	Last Day to Add ( <i>census</i> )	Wed. May 20
	Last Day to Drop	Fri. May 22
	Memorial Day ( <i>no classes</i> )	Mon. May 25
	Last Day to Self-Withdraw	Fri. Jun 5
	Selective Withdrawal Period ( <i>undergraduate only</i> )	Sat. Jun 6 -- Fri. Jun 12
	Summer Recess & Independence Day ( <i>no classes</i> )	Fri. Jul 4 – Sat. Jul 5
	Last Day of Classes	Fri. Jul 10
	Examination Period	Mon. Jul 13 – Tue. Jul 14
Degree Conferral	Sat. Aug 22	
Session F: 5 Week (Online Only)	First Day of Classes	Mon. Jul 13
	Last Day to Add ( <i>census</i> )	Tue. Jul 14
	Last Day to Drop	Wed. Jul 15
	Last Day to Self-Withdraw	Thu. Jul 30
	Last Day of Classes/Exam Period	Fri. Aug 14
	Degree Conferral	Sat. Aug 22

## What's Has Changed?

This is the proposed Academic Year University Academic Calendar to run from Fall 2019 to Summer 2020. This calendar incorporates two new 7.5 Week Sessions into the regular 15-week semesters, known as '7.5 Week Session I' and '7.5 Week Session II' respectively.

A 7.5 Week and 5 Week Online Only Part of Term has also been added to the Summer term, as 'Session E: 7.5 Week' and 'Session F: 5 Week (Online Only)'.

With regards to the 15 Week Academic Semester - last day to drop has been adjusted to 22 calendar days, until Faculty Senate sets and approves new guidance.

All last day to add/drop/withdraw use prorated dates as indicated below.

<b>Drop and Withdraw Deadline Explanations for the Academic Semester (Fall &amp; Spring: 15 Week Session)</b>	
<b>Add Deadline</b>	8 Calendar Days (excluding holidays when classes do not meet – falls on next business day if deadline falls on weekend).
<b>Last Day to Drop</b>	22 Calendar days (excluding holidays when classes do not meet – falls on next business day if deadline falls on weekend).
<b>Self-Withdraw Deadline</b>	~ 750 instructional contact minutes. (i.e.: 15 meetings for an MWF course – excluding any holidays)
<b>Selective-Withdraw Deadline</b>	~ 1350 instructional contact minutes (i.e.: 27 meetings for an MWF course – excluding any holidays)
The calendar was created based on Carnegie contact hour minimums. <a href="#">Click here to view the meeting patterns and calculations.</a>	

<b>Drop and Withdraw Deadline Explanations for the Academic Semester (7.5 Week Session)</b>	
<b>Add Deadline</b>	3 Calendar Days (excluding holidays – falls on next business day if deadline falls on weekend; Prorated from 8 Calendar Days from the 15 Week Session).
<b>Last Day to Drop</b>	5 Calendar days (excluding holidays – falls on next business day if deadline falls on weekend; Prorated from the 22 Calendar days for the 15 Week Session).
<b>Self-Withdraw Deadline</b>	~ 750 instructional contact minutes.
<b>Selective-Withdraw Deadline</b>	~ 1050 instructional contact minutes (excluding holidays – falls on next business day if deadline falls on weekend)
The calendar was created based on Carnegie contact hour minimums. <a href="#">Click here to view the meeting patterns and calculating spreadsheet.</a> Refer to the draft three tab.	

<b>Drop and Withdraw Deadline Explanations for the Academic Semester (7.5 Week Session)</b>	
<b>Add Deadline</b>	3 Calendar Days (excluding holidays – falls on next business day if deadline falls on weekend; Prorated from 8 Calendar Days from the 15 Week Session).
<b>Last Day to Drop</b>	5 Calendar days (excluding holidays – falls on next business day if deadline falls on weekend; Prorated from the 22 Calendar days for the 15 Week Session).
<b>Self-Withdraw Deadline</b>	~ 750 instructional contact minutes.
<b>Selective-Withdraw Deadline</b>	~ 1050 instructional contact minutes (excluding holidays – falls on next business day if deadline falls on weekend)
The calendar was created based on Carnegie contact hour minimums. <a href="#">Click here to view the meeting patterns and calculating spreadsheet.</a> Refer to the draft three tab.	



*Budget and Resources* – Tim Leslie, Chair

The committee has received a number of questions on published salary data that the committee has tried to resolve.

*Faculty Matters* – Girus Urgessa, Chair

The Faculty Evaluation of Administrators comment summaries are finished and are going into production mode. The committee continues to work on how many faculty are affected by requirement to generate their own salaries.

*Nominations* – no report.

*Organization and Operations* – Lisa Billingham, Chair

Apportionment of Senate Seats 2019-20

[Attachment A](#)

The data is based on the Office of Institutional Research and Effectiveness (OIRE) report from the fall semester. There are no changes in apportionment from this year.

Questions/Discussion:

A senator asked whether Mason Korea faculty were included in this as full-time faculty in their home units or in another way? The Parliamentarian noted that the Senate Charter says colleges and schools are part of the apportionment, as defined in the Faculty Handbook; Mason Korea does not meet the criteria as a college or school. FTE for units is based on units as defined in OIRE, and faculty members can only be represented once. This may be a good moment to meet with the new leadership in Mason Korea. Chair Renshaw noted that at some point there may be a need to amend the Charter to include Mason Korea but that right now they are not meeting the threshold to be included as a separate unit.

**V. Other Committees/Faculty Representatives** - no reports.

**VI. New Business**

Gift Acceptance Policy Recommendations

Chair Renshaw presented a set of resolutions and a second set of motions to vote on, all based on in-depth discussions at our previous meeting ([February 6, 2019](#), pp.4-7) as well as with the Executive Committee and the Provost.

**General Background**

In response to the University's release in April 2018 of multiple gift agreements (all but one of which had expired) that allowed for donor involvement in selection and/or evaluation of faculty, the University President convened a Gift Review Committee that included members of the Board of Visitors, members of the administration, faculty, students, and an outside entity to assist in the review. The committee released a report with recommendations. In response, members of the President's Office, Provost's Office, Advancement and Alumni Relations, and University Counsel developed revisions to the University's Policy on gift acceptance (Policy 1123) that aimed to address these recommendations. A draft of this revised policy was released for comment and input in December 2018.

The Faculty Senate ad hoc Institutional Conflict of Interest Committee reviewed the draft revisions and submitted a report to Faculty Senate. In addition, the full Faculty Senate discussed this revised policy at its meeting in February 2019. Finally, members of the Executive Committee have had continued discussions with Senators and with the Provost.

### **Specific Background**

A brief summary of key substantive elements of these discussions is below:

1. Article II Section 3.C.3, which outlines the composition of the Gift Acceptance Committee, was intentionally left blank, to allow for discussion of the optimal composition. Primary points of discussion focused on:
  - a. How many faculty should be included on the committee – currently, there is 1 faculty member on the committee. Primary considerations voiced were (1) having a large enough number to ensure adequate faculty input, (2) ensuring the committee was not so large as to make it overly difficult to schedule meetings, and (3) whether there should be attention paid to having representation across schools/ colleges. Proposed number of faculty members ranged from 3 to 6. A point was made that having 3 would potentially ensure that at least 1 faculty member could be present at any meeting that was called. Having up to 6 – or trying to have one from every college/school – was seen as ideal in some ways, but possibly too cumbersome.
  - b. How faculty should be selected – currently, the single faculty member is elected from the General Faculty by the Faculty Senate. One proposal included having some or all of the members be Faculty Senators – the Chair of Nominations noted difficulty in filling such positions already. One proposal included having at least one member of AAUP – some noted that there may be other groups that also feel deserving of membership, so this might be difficult to implement and sustain. A proposal that arose in discussions after the FS meeting on February 3 was to have already elected representatives serve in this role – specifically, the faculty representatives to the Board of Visitors Development committee (who are already elected to represent the faculty in issues related to development and advancement), and the Faculty Senate Chair (who represents the faculty to the Board of Visitors itself, and is typically aware of interests and concerns of faculty).
2. Article II Section C.5.a, which specifies that gifts of \$500,000 or more would have to be reviewed by the Gift Acceptance Committee (GAC). Questions about this threshold were raised, wondering why the amount should not be lower, and wondering whether there could be some way of including multiple gifts from the same donor for the same purpose that added up to \$500,000 (to avoid donors providing separate gifts just under this amount). Discussion on this (and some discussion on other items in Section C.5) led to the importance of (a) operationalizing these conditions and (b) checking to ensure that gift agreements

that should be referred to the GAC are appropriately referred. After the Feb 3 meeting, discussions with Senators, the Provost, and other members of the administration highlighted the importance of establishing some form of “audit” process to ensure that gift agreements are appropriately referred. In addition, it was noted that, if the university has MOUs on file for any gift that includes conditions (per Article II Section D.1), the Faculty Senate itself could decide to obtain and review all MOUs to determine whether gift agreements had been appropriately referred. It was noted that the MOUs would need to contain a clear indication of whether gift agreements were deemed to have met any of the specified conditions in Article II Section C.5 (e.g., through use of a checklist) and a clear indication of whether the gift agreement was reviewed by the GAC.

3. Article II Section C.6 (The determination of whether a gift must be reviewed by the Gift Acceptance Committee shall be at the discretion of the Vice President for University Advancement and Alumni Relations.) – this was seen as highly problematic by most faculty. Subsequent discussions with the Provost indicated a preference to make the review for “escalation conditions” (Section C.5) a simple, transparent, and streamlined process that would be able to be clerical in nature. This would, in part, be facilitated by the creation of a template (e.g., a gift transmittal form) that contains all pertinent gift information, including check boxes indicating if any escalation conditions are met. Thus, any gift that meets one or more escalation conditions would automatically be forwarded for review by the GAC. The Provost noted that (a) such a template has yet to be developed and (b) the template is part of the processes/practices that need to be developed for policy implementation, rather than elements of policy itself. With a new VP of Advancement joining the University in March, the Provost indicated that it would be appropriate to involve that VP in the creation of these implementation processes/practices.

With this background in mind, we propose the following motions related to the draft revision of University Policy 1123 on Gift Acceptance – each motion contains a reference to the background point above.

### **Motions**

In regard to the draft revision of University Policy 1123 on Gift Acceptance, the Faculty Senate makes the following recommendations:

1. [See background point #1] The composition of the Gift Acceptance Committee (Article II Section 3.C.3) should include: the two faculty representatives to the Board of Visitors Development Committee, and the Faculty Senate Chair (or a designee of the Faculty Senate Chair).

### Discussion on Motion 1 from Executive Committee

Chair Renshaw suggested that requiring the presence of three faculty representatives means at least two would usually be in attendance. The question becomes how to select those individuals. This motion suggests the individuals on the committee be the two faculty representatives to the BOV Development Committee as they are elected by the

General Faculty. They have experience in this area already. A Senator asked about the inclusion of the faculty representative on the Board of the GMU Foundation but it was noted that the Foundation was not as involved in the raising of development funds but rather the administration of the funds once raised. A Senator asked whether the current representatives to the BOV Development Committee had been queried about this proposal. Chair Renshaw reported having spoken with one representative who informally indicated that this arrangement would work and would be consistent with the role of faculty on the committee but he had not spoken with the other current member. If passed, this new role would need to be advertised when seeking individuals to run in the next election cycle.

A Senator noted for the record that this motion was a recommendation, not something that bound the Administration to specific behavior.

**MOTION #1 FROM EXECUTIVE COMMITTEE WAS PASSED UNANIMOUSLY.**

2. [See background points #2 and 3] The University establish a task force charged with developing processes and practices that will ensure proper implementation of University Policy 1123.
  - a. This task force should include the new VP of Advancement and 1-2 faculty members.
  - b. The charge for this committee should include, but not necessarily be limited to: (i) creation of a template gift agreement, (ii) development of processes/practices to ensure appropriate referral of all gift agreements that meet conditions in Article II Section C.5 to the Gift Acceptance Committee, and (iii) development of an “audit” process to check that gift agreements are being properly referred.
  - c. This task force should report on its progress to the Faculty Senate no later than the final meeting of Spring 2019. If the task force has not completed its work, the update should include a timeline for completion, and a proposed future FS meeting date to report on the completed work.
  - d. Any revisions of University Policy 1123 should not be considered complete and final until the work of this task force is complete, its work has been reported to the Faculty Senate, and the Faculty Senate has had the opportunity to make any additional recommendations regarding either the policy itself or the processes/practices associated with implementing the policy.

Discussion on Motion 2 from Executive Committee:

It was moved and seconded to amend the second motion by removing “new” in Section 2a to read “This task force should include the VP of Advancement...” The amendment was approved.

Senators questioned the logic of making more requests of the Administration given previous resolutions passed that have asked for responses. Concerns around access to MOUs and the timing of the task force work were both expressed.

Chair Renshaw referred to the presentation from the Provost at our [November 7, 2018](#) meeting (pp. 3-5, includes link to slides in Provost Wu’s presentation), showing how the

recommendations from the Internal Review Committee on Gift Agreements mapped onto our motions, but acknowledged that not all of the recommendations had been currently realized. Provost Wu reiterated that all gift agreements would be made public to the extent possible and that all conditions that the University agreed to would be made public. The Provost also reiterated that if the Foundation received a gift agreement it felt violated policy it would not transfer the agreement or gift over to the university.

Questions were raised about the process through which the faculty on the task force would be selected.

**MOTION #2 FROM EXECUTIVE COMMITTEE WAS APPROVED.**

3. The Faculty Senate Organizations and Operations Committee should establish an ad hoc committee that will be in place from Spring 2020 – Fall 2021. This committee will be charged with reviewing MOUs from new gift agreements at least once in 2020 and at least once in 2021, to ensure that all policies, processes, and practices are working as intended.

An amendment was moved and seconded to replace "MOUs" with "writings from the university to the Foundation". The amendment was approved.

**MOTION # 3 FROM EXECUTIVE COMMITTEE WAS APPROVED AS AMENDED.**

The following motions were also submitted for consideration and distributed to Faculty Senators for review in advance of the meeting:

Motion #1

With regard to Article II Section C.5.a, the Faculty Senate recommends that all gifts over \$25,000 shall be reviewed by the GAC.

Motion #1 was seconded.

Discussion on Motion #1:

Substantial deliberation focused on the efficacy of lowering the threshold for review to \$25,000, as there was lack of clarity on the number of gifts received at any financial level. Kathleen Diemer (Associate VP, Advancement Relations) suggested that per her review, lowering the threshold to \$25,000 would increase the review ten-fold, from 25 at upper limit to around 250, more than one per day during the academic year. Senators noted that if a standard language template were constructed the volume could be managed. Several Senators expressed support for the lower threshold as a way to understand patterns of giving.

**The question was called. There was a division of the house in which 26 Senators voted in favor, 12 Senators voted to oppose, and the motion was approved.**

## Motion #2

With regard to Article II Section C.6, the FS recommends that the full GAC will determine if a gift meets criteria for additional scrutiny. If the faculty representatives on the GAC are not in accord with the determination of the committee regarding the need for review, they shall raise their objections with the executive committee of the Faculty Senate for further review. If the Executive Committee concurs with the concerns of the faculty representatives on the GAC, the matter shall be brought before the full Faculty Senate for review and recommendation of gift acceptance. The vote of the faculty senate shall determine review processes under these circumstances.

Motion #2 was seconded.

### Discussion on Motion #2:

Senators expressed concern that faculty members on the GAC could be outvoted, therefore this measure would facilitate continued faculty oversight and shared governance in the process if that occurred. The Provost noted that the Virginia code specifies the BOV has the ultimate authority on accepting gifts. GAC is an important committee, but only makes recommendations. The BOV has the ultimate decision.

Another Senator asked for clarification on the process. Chair Renshaw noted that if the GAC disagrees on whether an agreement would be reviewed and the faculty were outvoted, the faculty on the GAC would bring to the Executive Committee of the Faculty Senate. If the Executive Committee agrees with the three faculty representatives, the issue would go before the full Senate. It was noted that the previously passed motion on the Task Force would be part of determining this process.

**It was moved and seconded to amend the motion to remove the last sentence: "The vote of the FS shall determine review processes under these circumstances." The amendment was approved. A second amendment, "with the Executive Committee of the Faculty Senate to determine the best way to present the issue to the Faculty Senate" was added to the penultimate sentence. The amendment was approved.**

The motion as amended reads:

With regard to Article II Section C.6, the FS recommends that the full GAC will determine if a gift meets criteria for additional scrutiny. If the faculty representatives on the GAC are not in accord with the determination of the committee regarding the need for review, they shall raise their objections with the executive committee of the Faculty Senate for further review. If the Executive Committee concurs with the concerns of the faculty representatives on the GAC, the matter shall be brought before the full Faculty Senate for review and recommendation of gift acceptance, with the Executive Committee of the Faculty Senate to determine the best way to present the issue to the Faculty Senate.

**The Senate voted to postpone further discussion on this motion to move to the elections of the members to the Implementation Task force before the end of the meeting.**

Chair Renshaw opened the floor for nominations to the Task Force (charged with developing processes and practices that will ensure proper implementation of University Policy 1123), noting that nominees could be Faculty Senators or members of the General Faculty. Two nominations were made from the floor and seconded: Senator Bethany Letiecq (CEHD) and Senator Betsy DeMulder (CEHD). No further nominations were made from the floor and the nominees were approved to serve as the two faculty representatives to the Task Force.

**VII. Remarks for the Good of the General Faculty:** none.

**VIII. Adjournment:** The meeting was adjourned at 4:20 p.m.

Respectfully submitted,  
Shannon N. Davis  
Secretary

Attachment A

Allotment of Senate Seats 2019-20

<b>Faculty Senate Allotments</b>	<b>2018 FTE FullTime Faculty</b>	<b>2018 FTE Part Time Faculty</b>	<b>2018 FTE TOTAL</b>	<b>%of total Instructional Faculty</b>	<b>x 50 Seats</b>	<b>x 50 seats (weighted) 2019-2020</b>	<b>Previous Allocation 2018-2019</b>	<b>Change</b>
Antonin Scalia Law School	47	15.4	62.4	3.7%	1.83	2	2	0
College of Education and Human Development	129	60.8	189.8	11.1%	5.56	6	6	0
College of Health and Human Services	80	51.1	131.1	7.7%	3.84	4	4	0
College of Humanities and Social Sciences	363	92.2	455.2	26.7%	13.34	13	13	0
College of Science	211	26.8	237.8	13.9%	6.97	7	7	0
College of Visual and Performing Arts	80	41	121	7.1%	3.55	3	3	0
School for Conflict Analysis and Resolution	19	5.5	24.5	1.4%	0.72	1	1	0
School of Business	111	31.7	142.7	8.4%	4.18	4	4	0
Schar School of Policy and Government	70	17.8	87.8	5.1%	2.57	3	3	0
Volgenau School of Engineering	194	59.6	253.6	14.9%	7.43	7	7	0
			<b>1705.9</b>	<b>100%</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0</b>



