

General Faculty Meeting  
Sept. 26, 2018  
Donahue Auditorium

Faculty Council members present: Brent Brossmann (vice-chair), Mina Chercourt, Gwen Compton-Engle, Gregory DiLisi, Jeff Dyck, Kristen Ehrhardt (secretary), Marcus Gallo, Richard Greci, Gerald Guest, Brad Hull, Sokchea Lim, Bo Liu, Elena Manilich, Mike Setter, Christopher Sheil, Kristen Tobey, Mariah Webinger, Gerald Weinstein. Absent: Dan Kilbride (chair).

A quorum was reached and the meeting began at 2:02 pm.

**Minutes**

I. Chair's announcements

a. Brent Brossmann (Vice Chair of Faculty Council) led the meeting, as FC Chair, Dan Kilbride, was out of state for his father's funeral. Brossmann began by extending his condolences on behalf of the faculty to Kilbride.

b. Elena Manilich, chair of the Elections committee, announced that the total number of full-time faculty in Fall 2018 is 188 while there are 7 faculty on leave. Thus, there are 181 faculty eligible to vote; 91 = a majority and 37 are required to reach a quorum.

c. The minutes of April 19, 2018 GFM (<http://faculty.jcu.edu/facultycouncil/files/2018/06/Minutes-GF-18-Apr-2018.pdf>) were approved by acclamation.

d. Update on Midterm grade proposal from UCEP & open hearings. Brossmann noted that CAP is taking up the issue but nothing about it has been done yet.

e. Important dates:

- Sept. 25-26: Board meetings.

Brossmann noted that the following people represent the faculty on Board committees.

Representatives will share what was discussed in an upcoming venue.

- Academic Affairs: Dan Kilbride (Chair of Faculty Council)
  - Advancement: Mariah Webinger
  - Finance: Jerry Weinstein (Chair of Faculty Committee on Finance, Compensation, and Work-related Policies)
  - Investments: Feng Zhan
  - Mission and Identity: Sheila McGinn
  - Property, Facilities, and Technology: Brent Brossmann
  - Student Affairs: Mina Chercourt
- AVP listening sessions: Thursday, September 27, 3-4 PM; Monday, October 1, 2-3 PM, in LSC.

Emily Butler, the chair of the search committee will be there. The people serving on the committee have signed non-disclosure agreements, but Brossmann noted that it's important for the faculty to give as much information as they want. Everything you can say about what you're looking for in a provost is helpful. Butler added that if you can't make it, you can do the survey—or you can also do the survey AND come to a listening session

- October 10: address to faculty by Pres. Johnson in Donahue, 2 pm—encourage everyone to come. Planned content is supposed to be Johnson's vision of the faculty/inspired leadership.

## II. Agenda Items

### A. New faculty introductions:

Chemistry—Mike Nichols, Chair, introduced Katie Dowd

Economics & Finance—Andy Welki, Chair, was absent, as was the new faculty member.

Education—Catherine Rosemary, Chair, introduced Peggy Schauer

Management, Marketing & Supply Chain—Charles Watts, Chair, introduced Bob Banjac Renee Martinez, Charlie Palmeri

Math & Computer Science—Barbara D'Ambrosio, Chair, introduced Dan Bossaller, Johnathan Gurary, Bob Short, Kate Trapp

Military Science—Ret. LT. Col. John McClusky would have introduced himself

Physics—Jeff Dyck, Chair, introduced Danielle Kara

Sociology & Criminology—Rich Clark, Chair, introduced Katie Frey

TRS—Sheila McGinn, Chair, introduced Noah Bickart, Krista Stevens

B. Paperless campus proposal under initial stage of review for c/b. Contact Jim Burke if interested. Burke is pulling together a group of interested faculty to engage in a cost-benefit analysis—contact him if you're interested in being part of it. It's too much in process to have any meaningful conversation about it now.

C. Travel procedures (from chair's announcements above) -- and introduction to Jennifer Rick, AVP of HR. <http://sites.jcu.edu/hr/pages/resourcespolicies/policy-ii-5-travel-procedures/>

Jennifer Rick began by noting that JCU was named among the NorthCoast 99 winners.

The revised travel policy (comments available through tomorrow). Idea is to make requirements and procedures about travel. Supervisors need to approve travel, so the ability to grant exceptions is in the hands of the employee's supervisor. The policy allows departments to develop internal travel procedures for the approval.

A great deal of discussion ensued about the logistics of the new policy. All answers below were provided in meeting by Rick, except as noted.

- Question from a faculty member: driving to Pittsburgh is 130 miles each way. Answer: if you're over 200 miles, you should use Enterprise Rental Car. It might cost you more time.

- Question from a faculty member: the document is very specific, do you have plans to revise those numbers? Also, it costs the university more time, but it pushes the cost onto us. And what about special needs in travel situation. Answer: this is more about making rules than exceptions. It will be reviewed frequently.
- Question from a faculty member: am I correct that you're going to remove the per diem? Answer: yes.
- Observation from a faculty member: as a driver, I want the car that I bought, the one that has the safety features that I think are important, not the cheapest car.
- Question from a faculty member: do we really need to use P-Cards? Answer: Yes—the university gets points.
- Question from a faculty member: most faculty members don't have P-Cards, will we all be getting P-Cards? Answer: anyone who travels should have a P-Card.
- Question from a faculty member: This is placing a burden on the faculty who are taking time out of their own schedules to travel on behalf of the university. Thus, it impinges on the Faculty Handbook, and puts a burden of travel costs on the employee. What is the justification of passing these costs onto the employees? Also, you may talk about updating it, but there's nothing in the policy that says that you must do it. Answer: from mile 1 to 200 it's reimbursed as \$.54/mile, anything over 200 is .15/mile. For meals, they are guidelines. We'd expect you to use your P-Card and [if you go over the expected meal amount] when you put in your receipts say you're in a city.
- Question from a faculty member: why set up a policy that depends on exceptions? Answer: this is to set up some guidelines. Some people were afraid to spend any money when traveling.
- Question from a faculty member: I have employees who need to be at meetings in Columbus at 9 am—how do they get a car before Enterprise is open? Do we get it a day before? And pay for the extra day? Answer: yes—it's still cheaper, and they usually don't charge.
- Question from a faculty member: if this goes into effect, will you evaluate what sorts of savings/ the sort of impact this has on faculty spending? E.g., will people take more flights instead of driving...
- Question from a faculty member: can we use AirBnb? Answer: as long as they take a P-Card and give you a receipt, yes.
- Question from a faculty member: can my supervisor override the mileage thing?
- Question from a faculty member: can you put your review plans into the policy itself? I would like the review to be part of it so that these things don't just sit there.
- Question from a faculty member: about P-Cards—in Boler we were told that we all had to have P-Cards, but it sounds like there's a lot of variation—what's going on with that? Answer: it has varied.
- Question from a faculty member: I think the question of P-Cards is something that you need to talk to department chairs about. Can you say that chairs are all being told to get P-Cards. Answer: Per Lou Genovese, anyone who travels should have a P-Card.
- Question from a faculty member about tax-exempt issues with P-Card.

- Observation from a faculty member: if you're going to a conference and you have approval from the dean for a set amount of money, and if you go over you just absorb it—so is this another layer on top of that?

Lactation Accommodation Policy. If you see a sign that says knock before entering, then knock.

Tobacco Free Campus. JCU is now tobacco-free.

- Question from a faculty member: how are we enforcing that? Answer: we put up signs. If you see non-compliance, call the JCUPD, gentle reminder. It's also important to be good neighbors too.
- Question from a faculty member: so there are no repercussions? Answer: We're focusing on education now.
- Question from a faculty member: Can you smoke other stuff? Answer: the policy does include e-cigs. And we are a drug free campus. We're trying to create a culture that is healthy.

Staff vacation policy—changed a couple years ago and they're making it the same for everyone.

- Question from a faculty member: what is the timeline for the travel policy? Answer: Once they update it, they'll bring it to the Senior Leadership Team.
- Question from a faculty member: I actually follow the HR page to see what policies are being reviewed—is there any way we can get updates about what happens to the policies after they've been up for review? Answer: Yes, that is a good idea.

D. Election and other business,

Manilich announced that there were many vacant seats for the election that would begin on Friday: on FC: 1 in Division I; 2 in Division III; 3 in Division V. Also, seats on numerous committees, including the University Hearing Board; Faculty Board of Review; Compensation; Elections; Athletics; Institutional Assessment; Teacher Education. Faculty were encouraged to make nominations.

- Question from a faculty member: Is council considering refiguring the divisions? Brossmann: to change the size of Council requires a larger change to the constitution. Changing the divisions is something that Council can do on its own.
- Question from a faculty member: can people from other divisions fill in open seats? Brossmann: Historically, this was a thing that came over from the previous iteration of Faculty Forum in the interest of spreading out representation across campus.
- Question from a faculty member: do subcommittees need to have a specific organization? Brossmann: this is actually in Appendix B where it lays out the organization
- Question from a faculty member: are you looking beyond FC? There are so many committees. We talked about university-level committees. Butler noted that a few committees have been eliminated after examination.

- Question/comment from a faculty member: it's faculty evaluation season. I hate that form, it doesn't do anything. It doesn't help me think about how to be a better faculty member. What can we do to change this? I want this to be the last year where I have to fill in that form. Brossman noted that a couple years ago Compensation committee was looking at it.
- Another faculty member noted that Boler uses a form that self-populates but they hate that too.

The meeting adjourned 3:08pm.