

**MINUTES OF THE
FACULTY SENATE EXECUTIVE COMMITTEE MEETING
TUESDAY, MARCH 17, 2015
Johnson Center Meeting Room B (room 326), 2:30 – 4:02 p.m.**

Present: Jim Bennett, Charlene Douglas, Robert Dudley, Mark Houck, Timothy Leslie, Keith Renshaw, Suzanne Slayden, S. David Wu, J.J. Davis

I. Approval of Minutes of February 24, 2015: The minutes were approved as distributed.

II. Announcements

Provost Wu distributed “Fall 2014 Course Sections and Student Credit Hours (SCH) Taught by Adjunct Faculty” (chart included in Board Book, March 26, 2015 APDUC Meeting Agenda; see [Attachment A](#)). The data was tracked in two different ways: by sections and by Student Credit Hours (SCH); organized by School, totals broken down into undergraduate lower level, undergraduate upper level and graduate level. Of the University Total, 29.9% of sections taught by adjunct faculty, and 27.6% student credit hours taught by adjunct faculty. (*Note: Section and student credit hour counts exclude independent studies, internships and labs, personal music instruction; adjunct faculty excludes administrators/staff who teach, as well as graduate teaching assistant and graduate lecturers. - Office of Institutional Research and Reporting, February 2015*).

Dean Debbie Boehm-Davis (CHSS) has agreed to co-chair the Task Force on Adjunct Faculty. Provost Wu wishes to do more to better recognize adjunct faculty, many are working professionals. Even if not voting members of the general faculty, they appreciate being included. Need for more formal channel for feedback and recognition of adjunct faculty contributions. Suggestions include providing space to meet with students, earlier notice which courses to teach, inclusion in department websites. National attention is focused on these issues. Provost Wu was interviewed by National Public Radio Marketplace – report relatively balanced. The majority of Mason adjunct faculty are working professionals; tend to teach one class, as a form of giving back, enjoy teaching and interacting with students. Important to take advantage of talent all around us; they add to our educational value tremendously. He hopes to take a pro-active approach to this, counters some very negative press from survey (created by three doctoral students); much more accurate statistics.

Discussion: Our pay as not as high as some other schools, but can take classes for free as adjunct faculty members, even earn degrees. Some adjunct faculty draw (attract) students who wish to study specifically with them.

We are in process of reorganizing the Provost Office. The overall goal to be more integrated/efficient way – to see this year 5% shrinkage in operating budget. More teamwork, integration to continue in this direction, more cross-functional teams, less duplication –basic principles. How to go about doing this as a service-oriented organization...Some in collaboration with JJ’s operation, Human Resources, and Information Technology.

Senior Vice President JJ Davis: Budget Forum will take place on Monday, March 30 from 1:00-2:00 p.m. Beth Brock is retiring after 22 years of service at Mason. Faculty Retirement Incentive has 26 requests in, there have been a flurry of phone calls today and should have finalized this in a week or two.

J.J. distributed a first-cut Varsity Athletics overview report.

- Big picture: 95 Full-time staff members, 500 student athletes (participate in) 22 sports. We compete in three conferences: Atlantic 10 (20 of 21 Atlantic 10 Sports), EIVA -Men’s Volleyball, EWL-Wrestling. Mason has captured two team national championships: Women’s Soccer – NCAA (1985)

and Men's Track and Field --NCAA Indoor (1996). A total of 23 Patriots have claimed 35 individual national championships.

- ICA Financials: FY 2014 Total Revenue Budget = \$19,547,460
 - 74% Student Fees;
 - 15% Self-Generated – Athletic Department;
 - 7% Self-Generated – Contractual;
 - 4% Self-Generated NCAA/A10. She noted total is low compared to other Virginia public universities. No Foundation money included in this total.
- ICA Financials: FY 2014 Total Expense Budget = \$19,547,460.
 - Personnel and Fringe Benefits = \$9,017,270 (46%)
 - Direct Expenditures = \$5,035,190 (26%)
 - Scholarships = \$5,495,000 (28%)
- Reflections: *Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.* Margaret Mead

Discussion and Questions: J.J. asked what other information do you want? Suggestions included: What is the distinction between club sports and intramurals? Not anti-sports, but we don't tell students where money in fees goes, let students say where to go. Others agreed knowledge about where student fees go OK, but not let students say where they want it to go. What are the priorities at this institution? Almost 100 staff for 500 student athletes a 1:5 ratio. Feels there are big bucks here – OSCAR gets 1/15th as much, we are an educational institution. We are tremendously low on state dollars/FTE; students cannot afford books, some need to work more.

J.J. will delineate varsity/club/intramural with some drill down from there. Ball Park – under \$15 M from student fees, but other things are supported by fees too. Low percentage for graduate students' contribution.

Provost Wu: SCHEV Council con campus, we are making plea compared to other Virginia doctoral institutions. JJ added we are the only public tutorial institution to receive funds for Robinson Hall and was the only ones to receive increase in amount of student financial aid.

Following 2006 Final Four worth 2/3 billion in free advertising. Cannot imagine this as an enormous number – if number is true, we should be dumping more money into it; great increase in number of applications for admission the following year. This caused enrollment targets to rise, but once targeted four year students graduated, not sustained.

Summer School Report discussion to be deferred to next Executive Committee meeting.
Varsity Athletics Report (updated) for inclusion on the April 22nd Faculty Senate meeting.

Online Degree Completion Program/Platform for Educational Innovation: Provost Wu will ask Vice Provost Michelle Marks report on this. A recent amendment passed by the Virginia General Assembly charged Mason to develop a proposal for on-line degree completion program in coordination with other Virginia institutions. They will consider putting this into a budget bill. There has been confusion about wording. Michelle Marks wrote proposal to various foundations for funding, but no (funding) success yet. Legislature liked it enough for Mason to develop proposal and send it to them. Michelle Marks is putting together group, to be led by Janette Muir – there will be faculty participation from Day 1 – to coordinate with Old Dominion University (ODU) also. To see what Task Force comes

up with. Motivation that there is a large population out there, big demand for degree. Recently Armed Forces Medic degree completion program for Bachelor of Science in Nursing (established) online.

Other Announcements: Linda Harber will provide Universal Background Check Report at the April 1st meeting. Rector Davis is very excited to address Faculty Senate – April 1, 2015. He teaches an undergraduate course as an adjunct faculty member in SPGIA. Faculty Enrollment in Courses: our Non-Degree website has been updated. Faculty who wish to take a ND course should click on "George Mason University Employees" <http://admissions.gmu.edu/nonDegree/>. The Blackboard to Banner grade push will be active on Friday. Go to Patriot web to create an account on Blackboard. At recent tea, a student asked Provost Wu to make (require) faculty members to use Blackboard.

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

A. Academic Policies – Suzanne Slayden

A detailed proposal to lower the minimum TOEFL score from 88 to 80 was distributed. It included additional proposals and background information, statistics about Transfer Applicant English Proficiency provided by the Admissions Office; Details on Support for Language Proficiency from INTO Mason, questions from members of the Academic Policies Committee; and a draft resolution with background information (provided by Janette Muir, Associate Provost for Undergraduate Education) Language Proficiency Testing, Market Analysis, Academic Resources, and Advantages to the Change.

Discussion/Questions: We need to better understand implications of proposals. The Academic Policies Committee is working with the Admissions Committee; have not received all the data requested from Admissions Office. The Writing Center's funding was cut last year – down 1500 hours for next year, with no funding in sight. Will the Provost provide financial support? Present requirement transfer students from NOVA may satisfy English proficiency requirement by completion of 6 credits in English Composition; does not require TOEFL Score to prove English proficiency. To have two full years of study at NOVA, as close to mark as possible to submit English composition, not 15, 30 hours? An important issue impacts faculty here. Moral issue to provide active support to students who need it

Oregon State University now has 11,000 contacts for support at their writing center after five years, versus 5,000 contacts at the beginning of it's INTO program. This is the kind of support we have to expect to provide – lacks retention/graduation rate data.

Provost Wu: We need to have plan for those students with 80-87 TOEFL scores to explore with Writing Center. INTO will bring a large population to Mason which will require higher percentage of support from the Writing Center. To have specific plan not an overly complex thing to do. Sees changing TOEFL scores and funding as two separate issues. The Writing Center has made a proposal anticipating this. We are the largest taker of transfer students in Virginia community college population (one in four). The state is pushing for us to accept more transfer students; concerned about making it more difficult for us to admit them.

Responses: Let's look at what other Virginia institutions do – comparative data. Do we add funding to the writing center (increasing costs here) or roll the dice? Prudent to let NOVA know about this discussion and pick it up as a starting point in the fall. Changes would begin for AY 2016-17, very concerned about lack of plan. At the graduate level, 80 TOEFL requirement does not matter as much. If we no longer accept English composition, students will go elsewhere; budget implications.

B. Budget and Resources – Mark Houck

We are making progress on salary data, working on varsity sports and branding. Photos distributed of new office signage panels (full length of doors) with photos printed on glass of campus scenes such as statue of George Mason, clock near JC, etc. They are mounted on left side of doors in several department offices in the Nguyen Hall (VSE) (next to present signs). We were told these signs are going up in every building on campus. JJ will find out costs. The VSE redesigned its website several years ago. What will be the cost of the new university-wide website designs?

B. Faculty Matters – Keith Renshaw

Can a department chair be a non-tenured faculty member? Some non-tenured faculty serve as acting chairs in one school. One department has only term faculty, no tenured faculty. Is this a conflict of interest? The Committee will work on this issue.

D. Nominations – Jim Bennett: Nominations for BOV Faculty Representatives are in progress.

E. Organization and Operations – no report.

IV. Other Committees/Faculty Representatives

Chair Douglas distributed a report from Academic Initiatives Committee for review.

V. Agenda Items for April 1, 2015 Faculty Senate Meeting

- Draft FS Minutes March 4, 2015
- Rector Davis
- Provost Wu
- Reports from the Faculty Senate Standing Committees:
 - Academic Policies
 - Budget and Resources
 - Faculty Matters
 - Nominations
 - Organization and Operations
- Other Committee Reports
- Annual Faculty Senate Evaluation of the President and Provost by Faculty Senate and University Standing Committees 2014-15
- Universal Background Check Report – Linda Harber (*Other New Business*)

VI. New Business, Updates, and Discussion

VII. Adjournment: The meeting adjourned at 4:02 p.m.

Respectfully submitted,
Meg Caniano
Faculty Senate clerk

ATTACHMENT A

George Mason University Fall 2014 Course Sections and Student Credit Hours (SCH) Taught by Adjunct Faculty

Academic Unit	Taught by Adjunct Faculty				Total Taught	
	Sections		SCH		Sections	SCH
	N	%	N	%	N	N
Visual & Performing Arts Total	155	30.6%	9,383	45.0%	421	20,005
Undergrad. Lower Level	84	55.6%	6,979	58.4%	151	11,957
Undergrad. Upper Level	54	28.6%	2,105	28.6%	189	7,349
Graduate	17	21.0%	299	23.0%	81	1,299
Science Total	51	12.3%	5,534	9.4%	414	58,660
Undergrad. Lower Level	21	12.1%	3,493	8.6%	173	40,500
Undergrad. Upper Level	20	17.6%	1,728	12.8%	114	13,542
Graduate	10	7.9%	313	6.8%	127	4,618
Conflict Analysis & Resolution Total	24	30.0%	853	23.7%	80	3,602
Undergrad. Lower Level	3	42.9%	222	39.2%	7	567
Undergrad. Upper Level	3	10.7%	84	5.5%	28	1,536
Graduate	18	40.0%	547	36.5%	45	1,499
Education & Human Development Total	187	37.2%	10,277	43.2%	503	23,795
Undergrad. Lower Level	39	61.9%	2,247	55.9%	63	4,018
Undergrad. Upper Level	58	51.8%	3,574	52.5%	112	6,813
Graduate	90	27.4%	4,456	34.4%	328	12,964
Health and Human Services Total	110	42.8%	7,978	42.7%	257	18,687
Undergrad. Lower Level	15	68.2%	1,575	59.6%	22	2,644
Undergrad. Upper Level	51	45.9%	3,921	38.8%	111	10,100
Graduate	44	35.5%	2,482	41.8%	124	5,943
Humanities & Social Sciences Total	359	26.0%	31,114	27.4%	1,382	113,684
Undergrad. Lower Level	188	33.0%	15,662	28.4%	509	55,145
Undergrad. Upper Level	174	26.0%	14,780	29.1%	668	50,796
Graduate	17	8.3%	672	8.7%	205	7,744
INTO Mason Total	20	28.6%	950	23.5%	70	4,042
Undergrad. Lower Level	18	28.1%	934	24.2%	64	3,858
Graduate	2	33.3%	16	8.7%	6	184
Krasnow Inst. for Advncd Study Total	2	25.0%	72	29.1%	8	247
Graduate	2	25.0%	72	29.1%	8	247
Policy, Govt. and Intl Affairs Total	54	26.3%	3,978	25.4%	205	15,649
Undergrad. Lower Level	2	20.0%	384	15.3%	10	2,502
Undergrad. Upper Level	14	28.0%	1,572	30.5%	50	5,157
Graduate	38	26.2%	2,022	25.3%	145	7,990
Business Total	55	20.0%	6,066	18.6%	275	32,588
Undergrad. Lower Level	1	14.3%	228	8.1%	7	2,823
Undergrad. Upper Level	37	20.7%	5,022	20.6%	179	24,417
Graduate	17	19.1%	816	15.3%	89	5,348
Law Total	53	40.8%	1,561	24.4%	130	6,392
University (Provost) Total	18	16.7%	296	10.2%	108	2,885
Undergrad. Lower Level	7	12.1%	114	10.3%	58	1,105
Undergrad. Upper Level	10	25.6%	176	11.2%	39	1,573
Graduate	1	9.1%	6	2.9%	11	207
Volgenau School of Engineering	209	43.2%	16,823	39.3%	484	42,760
Undergrad. Lower Level	65	49.2%	7,056	39.5%	132	17,865
Undergrad. Upper Level	65	39.2%	5,560	35.7%	166	15,593
Graduate	79	42.5%	4,208	45.2%	186	9,302
University Total	1,297	29.9%	94,884	27.6%	4,337	343,595
Undergrad. Lower Level	423	35.4%	38,894	27.2%	1,196	142,984
Undergrad. Upper Level	486	29.3%	38,522	28.1%	1,656	136,875
Graduate	335	24.7%	15,908	27.7%	1,355	57,344
Law	53	40.8%	1,561	24.4%	130	6,392

Note: Section and student credit hour counts exclude independent studies, internships and labs, recitations, personal music instruction; adjunct faculty excludes administrators/staff who teach, as well as graduate teaching assistants, and graduate lecturers.