

D R A K E U N I V E R S I T Y  
Minutes of the Faculty Senate meeting  
October 16, 2002

The regular meeting of the 2002-2003 Faculty Senate was called to order at 3:30 p.m. by President Art Sanders. The following senators were present for all or part of the meeting: Cairns, Dougherty, Gillespie, Goldford, Klugman, McKnight, Parsa, Reed, Reincke, Sanders, A, Sanders, B, Schaefer, Shulman, Simpson, Soltis, Wade, Wright. Absent: Esposito, Hunter, Lovell, Vitha

September 2002 minutes were accepted.

Report of President Maxwell

- A National Advisory Board on Diversity will soon be established. The Diversity Audit will be take place on campus in mid November. This effort will be lead with a nationally recognized authority in diversity issues.
- The Vice President for Advancement search progress has identified three candidates. An evaluation is being made as to whether or not any of these persons should be brought to campus for a full visit.
- The Board of Trustee meetings held recently were substantive and positive but the President did not report anything new to the body. There are financial environment concerns at the national level which were discussed and how various events could affect Drake.
- President Maxwell announced a breaking news story which concerns identity theft involving more than a dozen students. Drake is working with Wells Fargo and the Des Moines police department on this issue. There will be a system wide email message sent yet today.

Senator Parsa asked how does someone find out their identity has been stolen. President Maxwell indicated that in this case a person at Wells Fargo became concerned when completing their review of recent loan applications. President Maxwell said he has had to cancel some accounts of his own when notified by the company of suspicious activity. There are many checks and balances in the financial industry but this is a real concern of our electronic world.

Senator Reincke expressed concerns about the diversity audit. She questioned why Drake is paying someone to tell us what persons on campus have already told us. She asked to know what the consultant is being paid and what are we expecting to get out of this visit. President Maxwell indicated he believed the approximate cost of the consultant was \$10, 0000 or \$11, 0000. He indicated the advantages included the result of the visit is its assurance value. That is, that if the consultant agrees with our previous findings, then there has been independent analysis of those internal views. He continued that a consultant brings to an issue their lack of political baggage and Drake aspirations. This consultant has several years of expertise in this field.

Senator Reincke had two follow up questions. She asked how this dollar amount compares to the other monies spent on diversity initiatives and how many college campuses has this consultant visited. President Maxwell answered that the curriculum vita was available for review and he did not know the exact numbers of this payment portion of the total budget line.

#### Report from Provost Troyer

-- Provost Troyer indicated he would be sending soon a campus wide message concerning the identity theft incident. The Banner administrative system software implementation will include the assignment of a unique, random number to all employees as well as staff.

-- He indicated that the Strategic Plan has some 70 items which are within the Provost's Office responsibility. He and the Deans are prioritizing those items.

-- The Deans are have committed to working towards broadening faculty diversity during their recruitment cycle.

-- The strategic plan says that individual academic programs are to be set up with regular outside reviews which will be outside the national accreditation association reviews.

-- A broad based committee will soon be announced to examine the classroom facilities and set up an assessment and improvement plan. This will be serious work and there will be two subcommittees: technology needs and physical aspects. At this time there is not a comprehensive, cohesive plan for the classroom learning environment. This will set the stage for focus fundraising efforts.

-- Retention of first year students is up this year over the past year by three points and that is great. We need to put into place the culture where the goal of 85% is realistic and normal, and then some other factors of the campus environment will become easier.

-- The salary data project has become such a complex project and the problems are great. Sue Wright has done much work with this project. The peer group schools are configured differently and thus the task of comparison quite complex. The results will not be surprising to many persons on campus.

Senator Parsa asked about whether Drake has been contacted concerning a list of countries which are labeled as being friendly to state sponsored terrorism. He was wondering if Drake had current students from these countries and were these students aware of the upcoming further federal requirements. Mr. Tom Grouling, Foreign Student Advisor was present and responded. He clarified some of the new regulations versus rumors and indicated that Drake has only one student from the five countries listed.

Senator Dougherty shared a comment concerning the outside reviews. He is in favor of outside review; but the principles should be taken seriously by the program involved and the administration.

### Report from President Sanders

Reports given today are due to the commitments made when Senate committees were altered last year.

### Report from Vice President Payseur

Ms. Payseur presented a copy of the fiscal year 02 report which was distributed also at the campus wide town meetings last week. President Sanders had forwarded to her some questions which he had received after those town meetings. The five year plan is being worked on again, to reflect some of the changes in the economy and Drake's individual situation. Program Review changes and savings which will come online in fiscal year 04 will be almost \$1 million. The budget assumptions used to build the budget are more of an art than a science. She builds the revenue side first. The stock market portion of the revenue projections has been the most volatile. 64% of the entire expense budget is salary and benefits. The benefits portion is not predictable. The expense side of the budget starts with the salaries and benefits.

Ms Payseur indicated that last year's experience with zero based budgeting was worth while but will not be repeated exactly for this next budget cycle. Provost Troyer will be allotted a specific dollar amount for the entire academic division.

President Sanders asked who she consults when setting the prioritizing. She indicated that the Cabinet and the strategic plan are the two main sources. The Provost met with Budget Director Carolyn Nelson and Ms Payseur over ten times the past year concerning the academic division's information

The Senate was told that the Provost and Deans have talked about the process for determining the operating budget within the academic division. The Deans and other programs which report to the Provost will be given the same amount of money and told to work within that number. Also, a needs list will be submitted to be available if there are more funds to be spent. The Deans are university academic leaders and the decisions will be made in a collaborative method. This process is expected to be finished by end of the term.

David Walker, reported on the work of the Institutional Planning & Review Committee (IPRC). Professor Johnson in Pharmacy has done minutes and once those are accepted they will be sent to Senate Secretary for Senate distribution. He continued by reviewing the charge and its five main areas. The Committee has been focusing on two areas: templates for academic and administrative units to use to rate their achievement towards their strategic plans goals. IPRC also has taken up considerations of the Diversity Task Force. The group is aware of the oversight responsibilities which they have received from the former Budget and Business Affairs Committee. IPRC could be consulted concerning the budget of the university, especially when reviewing the academic priorities

Karl Schaefer, Chair of the University Curriculum Committee opened his report with identifying four persons who serve on the UCC and Faculty Senate, Diana Reed, Dean Wright, Bill Dougherty and himself. The committee has identified three issues to begin their work: a) the summer school calendar reformation, b) policy for cross listing courses, and c) insuring that each academic unit has an assessment plan in place.

Unfinished Business:        None presented

New Business:

Senator Gillespie moved and Wade seconded motion **03-02**:

Amend the Tuition Rebate Policy

**1. Enhanced benefit schedule for spouses and dependents**

*The Committee recommends the following schedule for tuition rebate benefits for dependents and spouses: Year 1 - 50% waiver : After the first anniversary of employment - 100% waiver*

*This would replace the current schedule*

*Year 1 - 50% waiver: Year 2 -4 - 75% waiver: Year 5 and over - 100%*

**Provision permitting waiver of the waiting period for new employees who were eligible for 100% waiver for dependants at their prior employer**

*The Committee supported this provision as a recruitment tool. In those limited circumstances where a faculty or staff member is eligible for a tuition rebate benefit at another institution immediately prior to coming to Drake, the waiting period for eligibility would be waived. Proof of eligibility at the prior institution will be required.*

**3. Change in definition of eligible dependants**

*The Committee recommends changing the definition of eligible dependent to be consistent with eligibility for other benefits (such as health and dental benefits). The eligibility provision for children would read as follows: "unmarried children, stepchildren and legally adopted children, up to age 26 (as of the first day of classes of a semester or term) for which the employee provides principal support or claims as a dependent on the employee's income tax return."*

President Sanders offered as a point of information that the University Benefits Committee (UBC) sits as a standing committee of the Faculty Senate. The committee should bring matters to the Senate before those recommendations go forward. The Senate does not have veto power on these matters. Raylene Rospond, UBC Chair and Venessa Macro, Human Resources Director were present and invited to speak to the motion. This proposed policy began being formulated last year. This came from the desire to positively effect the recruitment and retention of staff and faculty. There are three portions of the change and all are to be implemented together.

Several Senators asked for knowledge of budgetary impacts which might be incurred due to these changes. The response was that the impact is expected to be offsetting through out the changes. The general discussion was around the definition which qualifies the child dependent to be married. The Committee representatives indicated that they had chosen this route to bring various benefit definitions in sync and to follow the IRS code definitions. The

ease of understanding when requirements are consistent was expressed to be beneficial.

The Senate upon proper motion and vote suspended the rules and continue the meeting.

There was a discussion of value to keeping the wording consistent between health and educational benefits. Since the educational benefit is a unique situation to what Drake can offer an employee, it is not unusual for that to have different definitions.

Both Ms Rospond and Ms Macro indicated that whenever a definition is created and a line is drawn in eligibility, it may seem arbitrary. Hence they had reviewed the peer report and utilized the IRS standard.

The Senate responded favorable to points one and two in the motion when directed asked by the UBC members present.

Senator Klugman moved and Senator Reincke an amendment to strike *unmarried* in portion three of the motion.

There was a reminder that even though this motion goes to President's Cabinet, the recommendations are not adopted until the Board of Trustees have passed their motions.

With a show of hands vote, the amendment passed.

Previous question was called and passed

Motion passed as amended.

The meeting adjourned at 5:15 p.m.  
Submitted by Secretary, Nancy Geiger