

Academic Senate

AGENDA

Monday, April 18, 2005

3:15 – 5:00 p.m.

SCOB 228

1. CALL TO ORDER

2. ACTION ON PREVIOUS MINUTES

A. The March 21, 2005 Draft Senate Summary is posted on the Senate Website at:
http://www.asu.edu/provost/asenate/documents/SUMM032105_000.pdf

3. ANNOUNCEMENTS AND COMMUNICATIONS

- A. Senate President's Report (Barb Kerr)
- B. University President's Report (Michael Crow)
- C. University Provost's Report (Milton Glick)
- D. Senate President-Elect's Report (Susan Mattson)
- E. USG President's Report (Sophie O'Keefe-Zelman)
- F. GPSA President's Report (Deirdre Hahn)
- G. Past Senate President's Report (Tony Garcia)
- H. ASU West Senate Report (Bill Simmons)
- I. ASU East Senate Report (Paul Patterson)

4. ADOPTION OF ALL CONSENT ACTION ITEMS AND ACCEPTANCE OF ALL CONSENT REPORT AND INFORMATION ITEMS

* [A. Curriculum and Academic Programs Committee \(Mike Mayer\).](#)

* [Senate Motion #22 \(Second Reading\): The Curriculum and Academic Programs Committee recommends Academic Senate approval of a proposal submitted by the College of Nursing for the establishment of a graduate certificate in Nurse Education in Academic & Practice Settings.](#)

Rationale: The purpose of the Nurse Educator (NED) Graduate Certificate is to offer NED courses as an expanded new and revised predominantly on line graduate certificate curriculum that will provide clinically based nurse educators, who choose not to pursue the master's degree or who wish to supplement their graduate degree in advanced practice nursing, an opportunity to enhance teaching competence in working with students at all levels and/or to educate staff nurses to better meet the health care needs of the public.

5. UNFINISHED BUSINESS

A. Personnel Committee (Doug Johnson).

- 1) Report of the Promotion and Tenure Implementation Work Group (2/9/05) at:
<http://www.asu.edu/provost/promotion-tenure/RecsPTImplworkgroup.doc>
Provost Glick's letter of March 28, 2005 at:
<http://www.asu.edu/provost/promotion-tenure/memo021805.html>

- 2) Multiple-Year Faculty Appointments for Faculty (Second Reading) (attached)

This policy implements the Senate's 2003 endorsement of the concept of rolling appointments.

3) Senate Motion #24 (2004-2005) (Second Reading) to establish a VEBA Trust to provide health insurance subsidy for optional retirement plans. (attachments)

B. University Affairs Committee (George Watson).

Second Reading for two proposed university policies (Cindy Jewett, Associate General Counsel will be present to answer questions on these documents)

1) Revised policy "Misuse of University Assets Policy."

ASU currently has a policy titled "Misappropriation of University Assets" housed in ACD 123, SPP 812, and COM 704. (attachments.ppt)

Link to the current text of ACD 123: Misappropriation of University Assets

<http://www.asu.edu/aad/manuals/acd/acd123.html>

2) New Policy on "Reference Check and Background Verification Policy"

August 2004, ABOR adopted policy 6-709 "Mandatory Background Checks for Employees and Process for Hiring, Retaining, or Terminating Employees Convicted of a Felony Offense."

This policy mandates that each university will adopt an institutional policy implementing the Board's requirements. (attachments.ppt)

Link to the Board of Regents policy 6-709 (Mandatory Background Checks...)

http://www.abor.asu.edu/1_the_regents/policymanual/chap6/6-709.pdf

3) Senate Resolution #23 (2004-2005) (Second Reading) to add full-time contract faculty (instructors, clinical and research faculty and professors of practice to the Academic Assembly. (attachments.ppt)

6. NEW BUSINESS

A. Final Reports

NOTE: All final reports should be submitted to the Academic Senate Office by the end of April (Please submit a one-page summary of committee activities to the Senate President).

Committee on Committees (Pauline Komnenich)

Curriculum and Academic Programs Committee (Michael Mayer)

Personnel Committee (Doug Johnson)

University Affairs Committee (George Watson)

Committee on Academic Freedom and Tenure (Angelina Reyes)

Governance Grievance Committee (Daniel Landers)

Faculty Ombudsperson (David Burstein)

B. Executive Committee (Barb Kerr).

Tellers Committee Report: (to be distributed at the meeting)

Ratification of 2005 Academic Assembly Election Results

C. Committee on Committees (Pauline Komnenich).

Announcement of new members of the Committee on Committees: Jay Blanchard, Psychology in Education, Barbara Lafford, Languages and Literatures, and Marcia Anderson, Library Reference Services will serve from the Senate and Ed Greenberg from Nursing will serve as a special data consultant to the committee next year.

D. Curriculum and Academic Programs Committee (Mike Mayer).

Request from Administration to suspend the rules to vote upon all CAPC motions April 18.

Senate Motion #25 (2004-2005) (First Reading): To reorganize an academic unit - disestablish the College of Extended Education and establish the School of Extended Education within University College. (Attachments)

Senate Motion #26 (2004-2005) (First Reading) A proposal to disestablish the undergraduate certificate program in Health Physics in the School of Life Sciences. (Attachments)

Senate Motion #27 (2004-2005) (First Reading): A proposal from the Herberger College of Fine Arts and the College of Liberal Arts and Sciences to establish a BA in Film with concentrations in (Film and Media Production) and in (Film and Media Studies). (Attachments)

E. Personnel Committee (Doug Johnson).

F. Student-Faculty Policy Committee (Steve Happel).

G. University Affairs Committee (George Watson).

7. PASSING OF THE GAVEL

8. ADJOURNMENT

ATTACHMENTS

March 14, 2005

To: Barbara Kerr, President
ASU Academic Senate at the Tempe Campus

Paul Patterson, President
ASU Academic Assembly at the Polytechnic Campus

William Simmons, President
ASU Academic Senate at the West Campus

From: Milton D. Glick
Executive Vice President & Provost of the University

Re: Multiple-year Appointments for Faculty

Attached please find a policy regarding multiple-year appointments for full-time contract faculty (these include lecturers, senior lecturers, clinical faculty at all ranks, professors of practice at all ranks, and research professors at all ranks). This suggested policy is a result of two different actions:

1. In spring 2000, a Task Force on non-tenure-accruing full-time faculty was charged to review the employment status of all non-tenure-accruing full-time faculty. This task force recommended that greater stability of employment be provided those faculty members who were clearly performing at a high level who were on multiple-year appointments (at that time, only lecturers and senior lecturers were able to be provided multiple-year appointments). The specific recommendation was to allow the possibility of a five-year contract. Because Arizona Board of Regents policy allows a maximum of three years in a multiple-year contract, Provost Milton Glick revised this recommendation. His decision was that ASU provide the option for rolling appointments for high performing lecturers and senior lecturers. In spring 2003, the Tempe Academic Senate endorsed this recommendation.
2. In AY 2003-04, the option for multiple-year appointments was expanded to include other full-time contract faculty (those listed in the first paragraph of this memorandum).

The University Provost's Advisory Committee on Full-time Contract Faculty, a group established on the recommendation of the earlier task force and including representatives of all faculty members within this category, initiated the drafting of this implementation policy for the rolling appointment option for all faculty members eligible for multiple-year appointments. This document, which provides an overview of all appointment options for full-time contract faculty, has been reviewed by the Offices of General Counsel, Affirmative Action/Equal Opportunity Employment, and the Office of the University Provost.

This policy implements your 2003 endorsement of the concept of the rolling appointments. I look forward to participating in the senates' discussions of this implementation policy, and I am hopeful that it can be in place by fall 2005.

Multiple-year Appointments for Faculty

General

Multiple-year appointments are made for a period of two or three academic or fiscal years. The appointments may be fixed-term or rolling. Contracts offered for a one-year period are single-year appointments.

Eligibility

Faculty who may receive multiple-year appointments are Lecturers, Senior Lecturers, Clinical Faculty, Research Faculty at all ranks, and Professors of Practice.

An individual is normally not eligible for a rolling appointment until he or she has been employed at ASU in the same or a similar position for at least three years, either on a single-year or fixed-term appointment

Fixed-Term Appointment

A “Fixed-term” multiple-year appointment expires at the end of the two- or three-year period of the appointment, unless the appointment is renewed for another term. An individual appointed to a fixed-term appointment must be evaluated annually at the unit level. If the faculty member’s performance is given an unsatisfactory rating, the individual may be non-renewed at the end of the current of the appointment on 90-days’ written notice. The current year may be before the final year of the appointment. Alternatively, the individual may be placed on an improvement plan for the succeeding year. If performance is satisfactory, he or she may be re-appointed on a single-year, fixed-term, or rolling appointment.

Rolling Appointment

A rolling appointment is a type of multiple-year appointment, typically a three-year appointment. However, it differs from fixed-term multiple-year appointments in that, pending satisfactory performance; it may be renewed each year for another three years. An individual on a rolling appointment must be evaluated annually at the unit level. However, at the beginning of every sixth year of employment, the individual is evaluated not only at the unit level but at the college level as well. If, at this six-year review, performance is satisfactory, the individual continues on a rolling appointment.

Current Faculty on Multiple-Year Appointments

Current faculty on multiple-year appointments who have been working at ASU for at least three years will be evaluated at the time of the annual review. If performance is satisfactory, the individual may continue on a fixed-term, renewable contract or may receive a rolling appointment.

Grant-Funded Faculty

These appointments are not eligible for rolling appointments. Faculty who are compensated through grant or other soft money are appointed based on the period of available funding. The schedule of evaluation must be outlined in the initial offer letter. Grant-funded and soft-money funded positions terminate when funding terminates. If performance is unsatisfactory, the individual may be non-renewed on 90 days notice at the end of the current year, regardless of funding availability.

Introduced by: Personnel Committee
Doug Johnson, Chair

Date of Introduction

For First Reading: March 21, 2005

Second Reading: April 18, 2005

Senate Resolution #24 (2004-2005)

To establish a Voluntary Employee Beneficiary Association (VEBA)

Recognizing that high medical insurance costs are a significant obstacle to normal retirement by university and other state employees, it is resolved that the university should advocate for
A PROPOSAL TO CREATE A VOLUNTARY EMPLOYEE BENEFICIARY ASSOCIATION MEDICAL EXPENSE ACCOUNT PLAN AS AN OPTION TO THE STATE OF ARIZONA RETIREE ACCUMULATED SICK LEAVE PAYMENT PROGRAM

A PROPOSAL TO CREATE A VOLUNTARY EMPLOYEE BENEFICIARY ASSOCIATION MEDICAL EXPENSE ACCOUNT PLAN AS AN OPTION TO THE STATE OF ARIZONA RETIREE ACCUMULATED SICK LEAVE PAYMENT PROGRAM RETIREE ACCUMULATED SICK LEAVE (RASL) PROGRAM

- The State of Arizona RASL (A.R.S. 38-165) provides that the State Department of Administration pay all state employees for accumulated sick leave upon their retirement. The basis for a payment is:
 - (1) The employee's hourly pay rate at time of retirement;
 - (2) X 25 percent for 500 to 749 accumulated sick leave hours;
 - (3) X 33 percent for 750 to 999 hours; and
 - (4) X 50 percent for 1,000 to a maximum of 1,500 hours.The payments occur over a three-year period, with maximum payments of \$10,000 per year.
- Under this program, the retiree has to pay federal income and FICA taxes, and the employer has to pay its matching share of the retiree's FICA contribution.

VOLUNTARY EMPLOYEE BENEFICIARY ASSOCIATION MEDICAL EXPENSE TRUST ACCOUNT PROGRAM (VEBA)

- Under IRS Code section 501(c) (9), a VEBA is a voluntary association of employees organized to pay tax-exempt life, sick, accident, and similar benefits to members and their dependents. The organization must consist of individuals who are employees with an employment related common bond, such as a common employer. The IRS requirements for a VEBA are:
 - **Resolution:**
 1. It must apply to IRS for recognition of exempt status.
 2. It must be a voluntary association of employees.
 3. It may use its assets and only to pay permissible benefits.

- 4. Its eligibility or benefits cannot discriminate in favor of officers, shareholders or highly compensated employees.
- 5. Participating members or trustees designated by the members must control the trust (or VEBA).

- **PROPOSAL**

Using the tax-exempt monies, retirees can pay health related expenses including, among many others:

- Dental Insurance Premiums
- Vision Insurance Premiums
- Medicare Supplement Premiums
- Long Term Care Insurance Premiums
- Long Term Care Medical Costs
- Medical Insurance Premiums
- Health Care Plan Co-payments and Deductibles

Under the RASL, a retiree receiving three annual payments of \$10,000 nets approximately \$7,500 per year after taxes. Under a VEBA, a retiree nets \$10,000 per year and the state saves \$785 per year in matching FICA taxes.

- To amend or revise the Arizona RASL payment statute (A.R.S. 38-165) to permit state employees to participate in a VEBA Medical Expense Trust Account: as an option to the RASL, or to substitute a VEBA for the RASL.

Senate Motion # 25 (2004–05)

Motion Introduced by: Curriculum and Academic Programs Committee
Michael Mayer, Chair

**Date of Introduction
for First Reading:** April 18, 2005

Date of Second Reading: April 18, 2005

Title of Motion: Request for the reorganization of an academic unit – disestablish the College of Extended Education and establish the School of Extended Education within University College

- 1 The Curriculum and Academic Programs Committee recommends Academic Senate approval
- 2 of a request for the reorganization of an academic unit – disestablish the College of
- 3 Extended Education and establish the School of Extended Education within
- 4 University College

Rationale:

The proposed organizational change would disestablish the College of Extended Education and establish a School of Extended Education in University College.

The School will focus on degree completion programs, not-for-credit programs, major expansion in distance education, and major expansion in tailored-training offerings. The School of Extended Education fits well with the recently established University College. Within this new organizational structure, the School of Extended Education will be able to coordinate and complement the activities of the other academic and administrative units in the College.

Senate Motion # 26 (2004–05)

Motion Introduced by: Curriculum and Academic Programs Committee
Michael Mayer, Chair

**Date of Introduction
For First Reading:** April 18, 2005

Date of Second Reading: April 18, 2005

Title of Motion: Request from the College of Liberal Arts & Sciences – School of Life Sciences for the Disestablishment of an undergraduate certificate in Health Physics

- 1 The Curriculum and Academic Programs Committee recommends Academic Senate approval
- 2 of a proposal submitted by the College of Liberal Arts & Sciences – School of Life Sciences
- 3 or the disestablishment of an undergraduate certificate in Health Physics

Rationale:

This certificate program has not been utilized by students. No students have completed the requirements for or have been awarded this certificate for the last ten years.

Senate Motion # 27 (2004–05)

Motion Introduced by: Curriculum and Academic Programs Committee
Michael Mayer, Chair

**Date of Introduction
For First Reading:** April 18, 2005

Date of Second Reading: April 18, 2005

Title of Motion: Request from the Herberger College of Fine Arts and the College of Liberal Arts & Sciences – for the Implementation of an undergraduate degree – BA in Film with concentrations in Film & Media Production and Film & Media Studies

- 1 The Curriculum and Academic Programs Committee recommends Academic Senate approval
- 2 of a proposal submitted by the Herberger College of Fine Arts and the College of Liberal
- 3 Arts & Sciences for the implementation of an undergraduate degree – BA in Film
- 4 with concentrations in Film & Media Production and Film & Media Studies.

Rationale:

The BA in Film will fill a long-standing and clearly articulated need at Arizona State University for a coherent and complete film production program and a humanities-based film and media studies program. Students have been requesting a program at the University for some time now, and their requests are growing. The multidisciplinary BA will expose students to cutting edge technologies of production and ethics content and will engender in them the high level of visual literacy and the critical faculty necessary for understanding and actively contributing to the media-saturated world in which they live and work. The degree is intended to draw upon relevant courses from the humanities, social and natural sciences, communications and the full range of the fine arts.