

University Faculty Council Meeting Minutes

February 21, 2017

3:15 – 5:00 PM

Jones Room, Woodruff Library

APPROVED MARCH 21, 2017

Attended: Angela Amar, Juliette Stapanian Apkarian, Kimberly Jacob Arriola, Carla Berg, Henry Bayerle, Deborah Bruner, Tamara Caspary, Erica Duncan, Cam Escoffery, Sheryl Heron, James Hughes, Jaffar Khan, Anna Leo, David Lynn, Kristy Martyn, Judy Raggi Moore, Jim Nagy, Mimi Newell, Nichole Powell, Jason Schneider, Pamela Scully, Claire Sterk, Karen Stolley, Anand Swaminathan, Kristin Wendland, Cynthia Wetmore, Holly York, Lynn Zimmerman, Stuart Zola.

Excused Absences: Karen Scheib, Patrick Sullivan, Matthew Klopman, Carrie Cwiak, Christine Dunham, Astrid Prinz.

Ex Officio Absences: Jason Hockenberry, Elizabeth Corrie, Peter Topping, Abdullahi A. An-Naim, Noel Erskine, Frank Wong.

Guests/Visitors/Correspondents: Kimber Williams, Gray Crouse.

I. Call to Order

Emory University Faculty Council Chair Kristin Wendland called the meeting to order at 3:17 p.m.

II. Approval of University Faculty Council Minutes

The January 2017 meeting minutes have been posted for review in the University Faculty Council (UFC) Box folder.

UFC motion: Wendland called for a motion to approve the January 2017 meeting minutes. Judy Raggi Moore made the motion, and Cam Escoffery seconded it. The motion passed with no opposition.

III. Announcements – Kristin Wendland

a. Call for Nominations for President of Senate/Chair of Faculty Council

Wendland announced a call for nominations for President of the University Senate/Faculty Council Chair. The election will be held during the University Senate meeting on Tuesday, March 28. Those interested are invited to email Wendland for more information.

b. Emory University Board of Trustees President John Morgan's Visit to the Emory College Senate

Wendland also announced that Emory University Board of Trustees President John Morgan will be visiting the Emory College Senate on Wednesday, March 15. That meeting will be held in the Jones Room of the Woodruff Library from 4-5:15 p.m. Members of the UFC are encouraged to attend as visitors.

c. Amendment of Today's Meeting Agenda

UFC motion: Wendland presented a motion to table a discussion on the agenda about the Peer Mediation Task Force until next month, and replace it with an update from Deb Bruner on the Tenure and Promotion Advisory Committee (TPAC) implementation process, and a discussion of a previous proposal to create an Emory Faculty Club. There was no discussion. The motion passed.

IV. Information Session on New Criminal Background Check Policy for New-faculty Hire – Del King and Mindy Simon

King announced that after internal consideration by the Enterprise Risk Management Committee and institutional peer review, Emory Human Resources will be instituting a policy to require background check on all new faculty hires and those faculty who work in certain sensitive positions, including with minors, such as the pre-college program. In response to questions, King said that the reason for the policy was to minimize legal liability and ensure a safe campus and equity among faculty and staff. King noted that Emory medical faculty and all staff hires have been subject to background checks since the late 1990s. Background checks will not be run on all current faculty, he noted, rather on all new faculty hires and those who:

- Were rehired within 6 months of leaving Emory
- Work with minors
- Hold certain sensitive positions
- Lead groups off campus for several days at a time
- Drive or operate Emory vehicles or heavy machinery
- Work with controlled substances.

King noted that the policy does not apply to physician faculty appointments, who are already subject to background checks through the standard credentialing process. Background checks on new faculty appointments must be completed before employment. Finalists in a faculty search will be asked to voluntarily disclose any criminal convictions and must consent to a background check, he added. To ensure privacy, the results from the background checks will be kept within Emory Human Resources.

If results of the check are not favorable, employment decisions will be based upon:

- The type of criminal activity
- Length of time since the conviction
- Duties and location of the faculty appointment

At the moment, King said there is not a pre-defined list of criminal activities that would disqualify someone from employment; decisions will be considered on a case-by-case basis. Faculty applicants will be given an opportunity to refute results of a background check before a job offer is withdrawn or other action is taken. Giving false or incomplete information will be sufficient grounds to disqualify a new faculty member from appointment or to cause termination of a current faculty member, King added.

When asked if political activities might be used as a way to screen faculty members, Simon said that is not the intent of the policy. “We’re not looking at people being arrested for protesting,” she said. King noted that a national, external company will conduct the background checks; results should be available in 24-48 hours of the initial inquiry.

James Hughes questioned why the policy didn’t include examples of criminal activity that could prove disqualifying for new faculty applicants. Wendland moved that the UFC endorse the new policy, with an amendment that Emory HR present the types of issues/crimes that that would raise cause for review. The amended motion passed: 10 in favor; two opposed; three abstentions.

Pamela Scully asked for the chance to review other policies from other institutions; Wendland asked for details on what the final policy will look like. King agreed to provide that information.

V. Communication Infrastructure III Presentations:

a. School of Nursing (SON) – Deb Bruner

In addressing how faculty governance and communications work in the SON, Bruner shared an organizational chart for the School of Nursing, explaining that “our voice is heard through a faculty convener who sits on the Dean’s Educational Advisory Council and the Leadership Council. The faculty convener is elected by the faculty, serves a two-year term and works with the dean and faculty in facilitating the work of

the faculty within the School of Nursing. Faculty meet once a month, and the meetings are well attended. Other communications are handled via: SON intranet; Trumba calendar system; websites; social media; and e-news/email. Bruner also acknowledged how helpful the UFC summaries have been to facilitate the communication between the UFC and her school.

b. Rollins School of Public Health (RSPH) – Carla Berg

Berg presented a shared governance chart for RSPH. She said communications at RSPH are handled much the same as the SON, including webpages, listservs at the school and department level, and TV screens posted throughout the schools. Berg said that, by coincidence, she serves on RSPH's Faculty Council as well as a departmental representative in response to Wendland's question how Berg would relay information from UFC to her constituents back in RSPH. Both Wendland and Berg commented that whoever represents RSPH on the UFC needs to have an ex-officio position in RSPH Faculty Council. Finally, when asked if RSPH faculty feel they're being heard, Berg said, "we have some challenges, because everyone is so affiliated with their departmental home."

c. Oxford College – Nichole Powell

Oxford hosts regular monthly faculty meetings. Standing committees report to the faculty meeting each month, where committee actions are reviewed and may be appealed. They advance an elected representative to the Emory University Senate and Faculty Council. Powell said that her (UFC) report is on the agenda for the Oxford faculty meetings each month.

d. Emeritus College – Holly York

Most of the 590 members of the Emeritus College are retired faculty, but many choose to join early because "it's a good way to transition into retirement," York said. She spoke about the role and mission of the Emeritus College and reviewed its organizational structure. The executive board consists of committee chairs and includes one elected faculty representative to serve on the University Senate/Faculty Council. EUEC communicates with members largely by newsletter. News from UFC meetings is taken to the executive board; UFC summaries are also shared in the newsletter.

VI. Faculty Counselor Reports:

a. Academic Affairs – Henry Bayerle

Bayerle reported on attending the Academic Affairs Committee of the Emory University Board of Trustees and discussed the annual trustees seminar presented by distinguished Emory faculty.

b. Campus Life – Karen Stolley

Stolley reported on attending the Campus Life Committee, which addresses all matters related to student services and programs. February's meeting included discussions on the Campus Life strategic plan; the split between the GSGA and the SGA; the new Campus Life Center; and an update on the Greek Life Task Force.

c. Real Estate, Buildings and Grounds Committee – Jim Hughes

Hughes spoke on the work of the Real Estate, Buildings and Grounds Committee. Hughes discussed the kinds of issues the committee grapples with, including recommendations for the construction, demolition and naming of buildings, acquisition and disposition of property, review of feasibility studies and sustainability reports, and maintaining contact with the Clifton Community Partnership. Hughes mentioned that the committee approved a ground lease for a developer who seeks to transform the Candler (Briarcliff) Mansion into a boutique hotel.

VII. TPAC Implementation Committee Update – Deb Bruner

Bruner presented an update on the implementation of the Tenure and Promotion Advisory Committee (TPAC), which was created by the Faculty Council as an alternative to the President's Advisory Committee (PAC) last year after a lengthy review. This year, the TPAC Implementation Committee has been charged with rolling out the new committee, including coming up with a nomination process and the election of the first TPAC chair and vice-chair.

The new TPAC will be composed of 12 elected voting members, eight school-based members elected by school faculty, and four at-large members; members will serve three-year terms. Those currently serving on the PAC will complete their terms as members of the TPAC; a regular election cycle will begin in 2019.

New TPAC guidelines and an implementation plan have been presented to the Board of Trustees Academic Committee and the Council of Deans. Associate Provost Lynn Zimmerman will send out an email in March with a link to the final TPAC guidelines and a call for nominations for seven new committee members in anticipation of an April election. Orientation and training for TPAC members will begin in August 2017 and the TPAC should be fully operational by September 2017.

VIII. Faculty Club Update – Kristin Wendland

Last month, the UFC approved a motion to explore the creation of a Faculty Club, to be located in the new Campus Life Center or another central campus location. Wendland said the motion has been discussed with the president and the provost "and it is up to us [faculty] to come up with a plan of what we would envision this space to look like." She asked those interested in supporting the idea to create a special task force, come up with a plan and report back to the Faculty Council at the April meeting. Pamela Scully, David Lynn and Kristy Martyn volunteered to serve on the task force. Wendland and Lynn recommended this task force consult with Mike Kutner and John Bugge, who originally proposed the idea of creating a Faculty Club. Interim Provost Zola emphasized the importance of the UFC in shaping the implementation of this proposal now as well as the involvement of Bugge and Kutner.

IX. Remarks from Interim Provost – Stuart Zola

Zola addressed the fact that Emory has multiple searches under way for several top administrative positions, including university provost, dean of Emory College, executive vice president for business administration, vice provost for enrollment management, and dean of the School of Medicine. Candidates are now coming to campus for visits and will be for several months, he said. Zola stated that the process has gone very well and offers a testament to "how well Emory has done in attracting some of the best people from around the country."

X. Remarks from President – Claire E. Sterk

President Sterk also addressed progress in filling key campus openings, noting that the business and administration search is moving along quite rapidly. "My hope is that we will fill that position in the not-to-distant future," she said.

There will be a call for campus engagement in the evaluation of final provost candidates. Finalists will eventually be introduced at campus town halls. "As the search for the dean of Emory College advances, it is important that the final candidates will know who the provost will be," she said.

Judy Raggi Moore thanked all those involved in planning for the presidential inauguration and commented that the issue that worries people all the time “is communication among the administrators and how that impacts the silo issue.” With the hire of new university leaders on the horizon, she asked if thought has been given to “the issue of communication among these new people so when they come on board there isn’t a long period of time in learning to know each other.”

Sterk responded that there is “quite a robust” program through Human Resources to help address that. Sterk also reviewed changes that have been made to help insure she is kept informed, including a decision to replace the President’s Cabinet with the President’s Leadership Council.

XI. Adjournment

The meeting was adjourned at 4:54 p.m.