**Faculty Council Meeting**

**Wednesday, January 31, 2024**

**3:00 pm – 5:00pm**

**Locations:**

**LSC: Granada West Conference Room**

**WTC: Corboy**

**HSC: CTRE 304**

# AGENDA

**In attendance:** Timone Davis, Megahn Doughterty, tavis jules, Frederick Kaefer, Patricia Lee, Lavar Pope, Steven Todd, Ed Campbell, Bill Duffy, Marilyn Glassberg-Csete, Walter (Keith) Jones, Abagail Silva, Jonna Peterson, Katrina Binaku, Twyla Blackmond Larnell, Susana Cavallo, Ian Cornelius, Janes DeFrancesco, Jim Dervery, Laura Goldstein, Sarita Heer, Jennifer Mierisch, Maribeth Rezey, Peter Rosenblatt

1. Call to Order and Approval of October Minutes and November minutes

* October Minutes – approved
* November Minutes – approved
* December Minutes – need to add attendance and spell check it

1. Officer Reports:
   1. Chair

* Provost search going well
* University holiday party – thanks for the work everyone has been doing on council – people appreciate it
* Met with Wayne Magdziarz and Brian Savinskis (?) to discuss Facility and Administration of Grants returns – don’t have plan, but discussed items that aren’t clear – discussed other institution policies – going to meet more in future for a proposal to make it work
  + 1. P&T Update
* Dominique sent early collection of documents for examples – what other institutions do to include DEI in tenure and promotion – document being made for department
* Different schools have already asked for document like this
* How do we hold University accountable in honoring? – Needs to be policy
  + 1. Meeting with Finance, Accounting, and Strategic Planning
* Discussion on Cudahy Library and why faculty were not consulted concerning the plan
* Seems to be a lot rumor, many unsubstantiated, floating around about Cudahy Library and the Master Plan
  1. Vice-Chair
     1. Faculty Evaluation Committee
* Evaluation Presentation is nearly done – if have comments, please send them to Twyla – will present them via Teams by end of week
  + 1. Updating/Consolidating Faculty Council By-Laws and Constitution
* Usually one document – but we need to approve changes in document
* May be good idea to focus on Bylaws first – voting on Constitution and By-Laws

merger

* Maybe do numeral changes (how can we merge them together) and then go to substantive changes – could take some amount of time - may require 6-10 votes before can look at substance
* Updated draft will be presented at February meeting – then vote on the draft at the March meeting – use the majority of March meeting for purpose of approving various aspects once combined – each item will be voted on
* Motion to propose – once vote taken – can set up ad hoc committee to look at substantive changes
* Need to look at what was considered three years ago – if those were approved, need to consider if include in new Bylaws
* When to look at substantive changes for new Bylaws – first order of business create process for changing By-Laws
* Get material incorporated – Tavis has documents
* For February vote on technical changes and additions of merging – then go through substantive changes
* Yes

20

No

1

Abstain

1

Motion Carries

* Why is there no vote – current bylaws state proposed amendment needs to be presented in writing at a meeting
* Merging documents (all of them) February – want to adjust? Do it now through Feb and then proposal to vote on changes for March
* March – vote on substantive changes
* Whether or not to recognize Bylaws and Constitution as active when for the last three years - FC has not seen document - are not public
* Amended:

Faculty Council recognizes the Bylaws Last Amended 4/24/2013 and Constitution Last Amended 5/23/99 as operative and affirms its intention to review the changes from fall 2020. (Ian Cornelius)

Yes

21

No

0

Abstain

2

Moton carries

* Discussion about motion with Ian’s approved language

Yes

21

No

0

Abstain

3

Motion carries

* Bill asked if we are using the work done by Patricia?
* Send comments to Patricia concerning changes –
* Items that do not require changes can be voted on in February
  1. Secretary
     1. Website
* Submitted more updates
* Survey Coordination Committee did not meet in January
  1. At Large Executive Committee Members
* N/A

1. Committee Reports:
   1. Chair, Faculty Affairs Committee
      1. Faculty Administrative Stipends

* Jonathan Singer stepping down as Chair – Committee needs new Chair
* Laura Goldstein is stepping up to role – nominated, accepted nomination.

Yes - 24 No - 0 Abstain – 0

* Met one this semester for 15 minutes - getting started – continuing with investigations of compensation issues – and putting to together proposal to present at end AY – directors’ stipends, JTerm and Summer
* Speaker contract issues - RESOLVED
  1. Chair, Academic Affairs Committee
     1. Syllabus proposal
* Met a couple of weeks ago – discussed potential proposal about basic syllabus language and templet – were sent back to Robyn Mallett
* Library renovations – any additional information on it? – Joanna has no additional information
* Initial work being done looking at space within library – one LUC Task Force suggested brining more students into library will be helpful and having Student Services moved there would do trick
* Reviewing collections will be done under best practices – faculty will be involved – not being presented to May Board Meeting – will be part of larger conversation on Master Plan
* Bottom Line – Ask Kanan and Maryanne to come discuss it
  1. Chair, Service and Communications Committee
     1. Action Item: Resolution for Changes to Faculty Member of the Year
* Met a few weeks ago – worked on rethinking - Faculty Member of the Year Award
* Started planning for elections – have already reached out to Deans for nominations and for awareness of the election
* Faculty of the Year Award – language of expectation of applicants and awardees vague – worked on dates, initial nomination packets – now need to come up with clearer criteria to make a rating system – really need to consider what the difference is between a 2 and 3
* Can you take into consideration programs with faculty without graduate students? – Seems to only be awarded for research, not teaching and mentorship
* Wanted to differentiate faculty of the year, not lifetime – tenure vs non-tenure – what about clinical and NTTs? – Committee is thinking about three categories
* April to April should be evaluation period – allows FC to go over all applicants before end of term
* Vote in May – Awarded in September
* Maybe like Sujack where there are different levels?
* Create ad hoc committee that would make edits and revisions for Faculty of Year award procedures – includes dates, timeline, committee could go forth to create criteria to evaluate
* Nominees would receive notice April 1
* FC meet a week later
* Meet in April after that
* Ranked choice used for voting model
* Nominations first week of April (Service and Communications Committee does this)
* Applications due last week of April
* Decision made in May FC meeting
* Motion sent to committee – timeline and consideration of categories (pre TT versus TT – need to expand)
* Table for February meeting as is – and if want to submit feedback, send to committee
  1. Chair, Handbook Committee
* In newsletter – check this
* Scheduled meeting happened this morning – administration proposal did not involve any substantial change to limbo have been in since beginning
* FC priority – have clear procedure for revision – proposal not accepted – admin did not have counter-proposal – admin wants to create working group – specific language for workable process of revising handbook needs to be part of revised text that admin is calling technical revision and needs to be ready for summer board meeting
* Does not make sense to continue conversation without the revision process
* Admin wants to go forward with technical and then make working group for substantive changes – Margaret disagrees with characterization of this morning’s meeting
* Twyla thinks don’t need working group – that work has been done – FC is not willing to work with more working groups
* Emeriti professors get stipends….maybe this is why admin is against NTT as emeriti
* Will revisit about going over adding procedure on revising handbook – need to that first, but will not go forward with it otherwise
* Continue the conversation on the faculty handbook outside the meeting

1. Wayne Magdziarz:
   1. Discussion on Finance
   2. Summary – Loyola continues to be in strong financial shape – but need to reduce expenses if want to keep up with merit pool, stay true to future increases in tuition being as little as possible, and need to fund initiatives/programs across University that will keep us moving forward

* Higher Ed fiscal trends – modest tuition increase to offset COVID – reserves and investments are still strong – will keep borrowing at relatively low level,
* 2024 fiscal year forecast – results of operations $10MM and $15MM – weakness on getting transfer students – graduate tuition is unfavorable because taking 4.5MM from budget – fewer positions remain vacant and less turnover in staff, which means less lapsing staff dollars – increased hiring in strategic areas – more filled positions and more pressure on healthcare/ benefits expenses
* FY 2025 approved operating budget (some highlights) – budgeted freshman class of 2750 which is a 1% increase in Freshman rates – graduate and professional enrollment is flat – undergrad tuition increase of 3.9% - grad program tuition increase of about 3.5% - merit pool increase for faculty/staff salaries
* Master Plan Update (some highlights) – been happening since May 2023 – buildings, landscape, infrastructure, community connectivity, transportation and utilities, sustainability to guide plan – draft of final plan by end of February – presentation of final plan to board of trustees in May 2024
* Some financial challenges – have issues growing graduate programs, especially at the masters level – expenses are rising faster than revenues – demographic cliff of less college-aged students in the coming years – transfer student declines, unrestricted fundraising has yet to significantly materialize – inflation is declining but remains high

1. Old Business

* N/A

1. New Business

* N/A

1. Adjournment 5:10PM