



# FACULTY MATTERS

*The Seton Hall University Faculty Senate Newsletter*



*Early Spring 2014 Edition*

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## *Welcome to the Newsletter of the Seton Hall Faculty Senate!*

Below are some highlights of the work of the Faculty Senate during the Fall 2013 semester. Meeting minutes, detailed committee reports, and agendas of upcoming meetings are available on the redesigned Senate website [here](#).

Faculty Convocation took place on September 20. We congratulate Dr. John Shannon on being awarded the Albert B. Hakim Faculty Service Medal; he has given copiously of his time and energy to advance the academic mission of the University. The President and Provost laid out their plans for the academic year, as did the Senate Chair, Dr. Judith Lothian. Dr. Lothian's Convocation Address is available [here](#).

We are pleased to report significant progress on a number of issues due to increased collaboration with the Office of the Provost. First, we would like to highlight some important changes to the Faculty Guide that occurred during the Fall 2013 semester:

- The [addition](#) of the Clinical Line in Nursing (Article 3.4)
- [Clarification](#) on voting procedures for Department Chairs (Article 10.1.a)
- [Guidelines](#) for voting procedures for promotion to full professor when there are no faculty of that rank in a department (Article 5.5.d)

We hope to continue on this trajectory for the Spring 2014 semester.

### *Highlights from Select Committees*

1. The Academic Facilities Committee has been working on improving communication between faculty and administration in charge of construction and management of University facilities about projects that are impacting faculty. They have also been involved in the furniture selection process for the new classrooms in Stafford Hall.

2. The Academic Policy Committee has been evaluating a variety of proposals from various bodies across campus. Among their efforts include approvals for the following programs by the Office of the Provost:

- *3 + 2 B.S. in Psychology and M.S. in Experimental Psychology Degree*
- *Revisions to the Undergraduate Curriculum for Diplomacy allowing students to take more courses elsewhere in the University and allowing them to double major & minor more easily*
- *Move of the Masters in Healthcare Administration from the College of Arts & Sciences to the School of Health & Medical Sciences*
- *Stillman School of Business Graduate Accounting Certificate*
- *Off-site provision of the Stillman School's Graduate Accounting and Graduate Tax certificates, as well as the MBA and MS in Accounting*
- *3 + 2 B.A. in Biology and M.S. in Athletic Training*

A friendly reminder that APC Reporting Guidelines, New Program Proposal Guidelines, and the New Program Approval Form may be found [here](#).

3. The Admissions Committee has met with members of the University Admissions Office and has had several productive meetings with them. At the December Senate meeting, Provost Robinson reported that our two most recent open houses resulted in positive turnouts and indicate a heightened interest in enrollment. As such, the University expects to meet its goal of approximately 1,250 to 1,275 new students for the coming school year. Faculty are encouraged to reach out to newly admitted students via phone or email.
4. The Calendar Committee has been working with the Office of the Provost to create future calendars that meet the needs of students and faculty, and conveying the faculty's desire for a fall semester start date after Labor Day and a spring semester start date after MLK, Jr. Day.
5. The Compensation & Welfare Committee has been brought to the table, along with the Office of the Provost, to guide the structuring of the salary study being coordinated by the Sibson Group. The study, which will provide information about faculty salaries at Seton Hall relative to those at similar institutions based on size, geographic location, and

other factors, will supplement the first salary study done in 2005-6. The purpose of the study is to identify salary differences based on discipline and determine whether and how adjustments can be made to bring SHU faculty in line with their peers. The committee is also gathering information on the status and compensation of adjuncts at the University (e.g., observations, office space, stipends), and conducted a separate survey to investigate issues affecting those holding the rank of Professor.

6. The Faculty Guide & Bylaws Committee has been working diligently on the Lecturer Line, which was passed at the February Senate meeting. They have also been working on bylaws for the Faculty Grievance Committee.
7. The Graduate Studies Sub-committee work on addressing issues of inadequate graduate assistantships continues, as the level of assistantship we are able to offer affects both the quantity and the quality of students we are able to attract to our program. The committee is also in continued discussion regarding how to address work equity issues raised in the Faculty Graduate Workload Survey it administered in Spring 2013, which identified that about half of faculty supervising graduate student dissertations and theses did so out of load, without remuneration, at a substantial cost to their time.
8. The Nominations, Elections & Appointments Committee is working on a more formalized procedure for the selection of the annual winner of the Albert B. Hakim Faculty Service Medal.
9. The Intellectual Property Task Force succeeded in creating a [Copyright Policy](#) for the University. They are continuing to work with the Office of the Provost on an Intellectual Property Policy that is fair and ensures the protection of the faculty and the University. The task force has met with Senior Associate Provost Guetti and the policy is being reviewed by legal consul.

## *Message from the Executive Committee*

Members of the Executive Committee have been in regular contact with the administration through monthly meetings with the Provost and President and biweekly meetings with the Senior Associate Provost as well as meetings with other members of the Provost's Office as needed.

Some other positive events in Fall 2013 included:

- *The special course release opportunity rolling out*
- *2% faculty pay raise*
- *Second set of applications for Centers of Excellence*

The Executive Committee, along with former members of the Academic Integrity Committee and the Provost's Office, has been collaborating on revisions to the Academic Integrity Policy approved by the Senate on April 13, 2012.

The major initiatives before the Senate for Spring 2014 are currently:

- (1) Lecturer Line*
- (2) Academic Integrity Policy*
- (3) Sibson Compensation Study*
- (4) Intellectual Property Policy*
- (5) Language regarding the expectation of continued employment for tenured-track faculty*
- (6) Middle States*

The Executive Committee extends a heartfelt thank you to all Senators for their dedicated service to the Senate and the University.

## *Reminders*

All Senate meetings, normally held in the Beck Rooms of Walsh Library, are open to all. We invite you to attend and participate actively.

A roster of the Senate's different committees may be found [here](#). Please consider whether you might volunteer for one of these committees and gain a

valuable and interesting service experience. Please note that you do not need to be a Senator in order to serve on a Senate committee.

The next Senate meeting is scheduled for Friday, April 4, 2014 in the Beck Rooms of the Walsh Library.

We welcome any questions or comments for the Faculty Senate; please feel free to contact us at [senate@shu.edu](mailto:senate@shu.edu).

The background of the page features a large, semi-transparent watermark of the Shippensburg University crest. The crest is circular with a yellow border and contains a shield with three crescent moons and stars. Above the shield is a banner with the motto "HAZARD ZET FORWARD". The text "SHIPPENSBURG UNIVERSITY" is written around the top inner edge of the circle, and "1856" is at the bottom. The text "HAZARD ZET FORWARD" is also written on a banner below the shield.

***Hazard Zet Forward***

*Judith Lothian, Chair*

*Mary Balkun, Vice-Chair*

*Marianne Lloyd, Executive Secretary*

*Ben Beitin and Philip Moremen, Members-at-Large*