

Academic Assembly

February 27, 2012

2:05-3:35pm

MINUTES

Present: David Arnesen, Brenda Broussard, Mary Rose Bumpus, Carol Wolfe Clay, Karen Feldt, Paul Fontana, Terry Foster, Jan Hartley (for Kristen Shuyler), Sonora Jha, Tina Johnson, William Kangas, Charles Lawrence, Kristi Lee, Michael Matriotti, Sean McDowell, Jacquelyn Miller, Rob Rutherford, Chris Stipe, John Strait, Jeremy Stringer, Eric Sype (for Alanna Welsh), John Weaver, Jason Wirth.

Excused: Isiaah Crawford, Kristen Shuyler, Alanna Welsh.

Minutes taken by Rosa Hughes.

- I. Review of 2-6-12 Minutes
 - A. Minutes approved with no corrections.
- II. Program Review Guidelines – Proposed Revision Draft
 - A. Many program reviews submitted had a lack of focus due to the unclear former guidelines.
 - B. Moving to a five-year cycle for program review process.
 - C. Revision is shaped around a planning process for programs.
 1. Assess current strengths and weaknesses.
 2. Identify challenges and opportunities moving forward.
 - D. Outline is primarily for non-externally accredited programs. For externally accredited programs, the program will point PRC to where each question on the guidelines is answered within the external accreditation report.
 - E. There is an emphasis on clear documentation.
 1. Student feedback: is the program preparing students in the ways they need?
 2. Program data requirements.
 - F. The new program review process will streamline ongoing accreditation and assessment data collection – summarize the yearly assessment reports.
 - G. Approval process for new guidelines: AcA, then Deans' Council (if significant changes, back to AcA), then Provost.
 - H. Next, the PRC will revise the Program Revision process.
 - I. AcA will take to their respective faculty for feedback and discuss at next meeting.
- III. AcA Appointment to Faculty Grievance Committee
 - A. Three people have disqualified themselves from the committee because of relationships with grievant. AcA is responsible for replacing one of these vacancies.
 - B. Qualifications: should be a tenured member, hopefully from CoE (as disqualified was).
 - C. Process: There are 7 members of committee: The grievant and the other side can each strike up to 2 members, leaving at least 3 standing.

- D. Time commitment: Three-year appointment. There is the possibility for future grievances, but not a high probability (this is the first grievance in over 5 years).
 - E. Jeremy Stringer and Kristi Lee will nominate someone from CoE.
 - F. AcA will vote at the next meeting.
- IV. Feedback on Faculty Lounge**
- A. The general faculty opinion is that the space should remain available for faculty.
 - B. Benefits of the space
 - 1. Not crowded.
 - 2. Only dedicated area where faculty can meet with each other (in the past there was Casey Commons and several other areas).
 - 3. Use it as a recruiting tool for faculty.
 - C. Counts are done throughout the library.
 - 1. Tables.
 - 2. Carrels.
 - 3. Lounges.
 - D. Suggestions from Faculty
 - 1. The space is lacking carrels.
 - 2. The furniture is too tall for shorter faculty.
 - 3. Look for opportunities to advertise it, such as faculty reception.
 - 4. Add other bookcases to that area where faculty can store books.
 - 5. Add the Chronicle in paper copy to the lounge.
 - 6. If it is opened up to students, consider making it a graduate colloquium to free space in STM (current graduate colloquium space).
- V. Feedback on Health and Financial Plans**
- A. Premera Issues
 - 1. New plan was billed as a lower cost, but not seeing any difference.
 - 2. Nutritionists and other wellness costs.
 - 3. More expensive for single people.
 - 4. Slightly progressive based upon pay rate.
 - 5. Some employees are required to cover a floating fee for outstanding bills until the new provider will cover.
 - 6. Medications are not covered under the new plan which were covered under the old plan. Medical personnel need to write the letter explaining why name brand is preferred to generic.
 - 7.
 - B. Group Health Issues
 - 1. The amount that was withdrawn in January was almost twice as much as expected for some, although we were promised the same rate.
 - C. SU premiums are predicted by using last year's data and a five year overlay.
 - D. Add to agenda next time and invite Jerry Huffman.
- VI. Update on Retirement 403(b) (*Guests: Matt Phillip and Jerry Huffman*)**
- A. Committee formed to undertake governance of employees' 403(b) plan.
 - 1. Members: Jerry Huffman (chair), Joe Phillips, John Eshelman, future CFO.
 - 2. At large (advisory, non-voting) members: Kim Crewey, Jot Yau.

3. Approved by BoT.
 4. Committee members have the duty of care of act with prudence on behalf of participants and are legally responsible for their decisions.
- B. Committee chose Fidelity to be the record keeper, effective June 1, 2012.
1. Reduced fees from 34 to 15 basis points.
 2. Starting in August, statements will show those fees for the first time.
 3. Legacy TIAA-CREF accounts will not be affected.
 4. After June 1, new investments will map to the new array.
 5. Fidelity options will be limited to what they were in the past.
- C. 4-Tier Investment Array
1. Tier 1 – Age-based target date funds
 2. Tier 2 – Low cost index funds that track market return
 3. Tier 3 – Actively managed funds
 4. Tier 4 – Socially responsible funds
- D. Multnoma is a Portland-based investment advisory firm that provides services to healthcare and universities specifically with 403(b) plans.
1. Accepted co-fiduciary responsibility.
 2. Selected 34 funds that are highly productive – narrowed down from 186 overlapping funds.
- E. Highlights
1. Social Equity fund has expanded its options.
 2. The MetLife Fixed account is the most similar to the non-loss TIAA-CREF.
 3. People are still able to take loans against their TIAA-CREF.
- F. Moving forward
1. Open fora March 29-30, April 4.
 2. One-on-ones in March through June.
 3. Continue to focus on total rewards concept (pay, benefits, healthcare).
 4. Studying matching contributions – conversations in the fall.

VII. Announcements

- A. The ASSU president asked Eric Sype to advise that any faculty who require students to perform government activity are welcome to have students attend ASSU.
- B. Very successful Core workshop last Saturday to develop new Core courses.
- C. AcA will nominate a member to participate in the tuition remission/benefits analysis discussion.