

ACADEMIC SENATE MEETING MINUTES

January 8, 2018

12:00 PM – 1:00 PM

4th Floor Conference Room, LRC

CHAIR: Joshua Cameron

VICE CHAIR: Malika Kachani

SENATORS: Beth Boynton, Pat Callard, Casey Chaney, Donna Emanuele, Ed Goering, Rodney Hicks, Shalechia Hunt, Craig Kuehn, Kabir Lutfy, Beatrice Saviola, Steven Standley, Valerie Quan, Irina Vukmanovic Nosrat

ABSENT: Denton Eldredge, Eric Gupta, Pen-Jen Lin, Munish Sharma, Jacqueline Truong

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions				
1. Call to Order	Meeting was called to order at 12pm by the Chair, Joshua Cameron					
2. Approval of minutes of previous meeting 12-11-17		Dr. Boynton motioned to approve the minutes as written, Dr. Chaney seconded, all were in favor.				
3. Announcements	Pat Callard will be retiring this Friday to Associate Professor Emeritus.					
4. Handbook – Dismissal language	<p>Drs. Saviola, Kachani, and Lutfy drafted new language for the Dismissal Procedures.</p> <table border="1" data-bbox="495 743 1520 1515"> <thead> <tr> <th data-bbox="495 743 995 776">OLD</th> <th data-bbox="999 743 1520 776">NEW</th> </tr> </thead> <tbody> <tr> <td data-bbox="495 779 995 1515"> <p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. Substantial evidence of adequate cause (see above) must also be presented in writing. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</p> <p>In the event of faculty termination prior to the end of a contract period, no less than 90 days will be provided to the faculty to clear out assigned university space. Additionally,</p> </td> <td data-bbox="999 779 1520 1515"> <p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. <i>For those individuals with tenure, the Promotion and Tenure Committee from their college will conduct an investigation with due process and report to the Dean. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</i> <i>If the faculty member decides to file a grievance, the formal grievance procedure should skip Step One (Dean Review) and start with Step Two (Grievance Committee Review), to allow the faculty member to initiate and</i></p> </td> </tr> </tbody> </table>	OLD	NEW	<p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. Substantial evidence of adequate cause (see above) must also be presented in writing. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</p> <p>In the event of faculty termination prior to the end of a contract period, no less than 90 days will be provided to the faculty to clear out assigned university space. Additionally,</p>	<p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. <i>For those individuals with tenure, the Promotion and Tenure Committee from their college will conduct an investigation with due process and report to the Dean. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</i> <i>If the faculty member decides to file a grievance, the formal grievance procedure should skip Step One (Dean Review) and start with Step Two (Grievance Committee Review), to allow the faculty member to initiate and</i></p>	<p>Dr. Chaney motioned to amend the 90 days to 120, Dr. Lutfy seconded; All were in favor.</p> <p>With the amended proposal by Dr. Kachani, Dr. Lutfy seconded, all were in favor.</p> <p>Dr. Saviola proposed to amend the dismissal procedures as presented, Dr. Chaney seconded, all were in favor.</p>
OLD	NEW					
<p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. Substantial evidence of adequate cause (see above) must also be presented in writing. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</p> <p>In the event of faculty termination prior to the end of a contract period, no less than 90 days will be provided to the faculty to clear out assigned university space. Additionally,</p>	<p>Dismissal Procedures The following procedure should be followed if a regular faculty member is to be dismissed prior to the end of his/her contract or after being granted tenure. A decision to not renew a contract at the end of its term shall not be considered a “dismissal”. The Dean will inform the individual, in writing, of his/her possible dismissal and of the cause for dismissal. <i>For those individuals with tenure, the Promotion and Tenure Committee from their college will conduct an investigation with due process and report to the Dean. The final dismissal decision will be rendered by the Dean. A faculty member may exercise his/her right to file a grievance following a dismissal decision as outlined in the “Grievance Procedure” in Appendix II.</i> <i>If the faculty member decides to file a grievance, the formal grievance procedure should skip Step One (Dean Review) and start with Step Two (Grievance Committee Review), to allow the faculty member to initiate and</i></p>					

<p>IBC Committee Language</p>	<p>email use will continue during this 90 day period enabling a forwarding email address to be provided to chosen colleagues.</p> <p>In the event, a faculty is clearly a danger to anyone and the faculty must be terminated immediately and escorted off campus, and consequently will not have access to email or assigned university space. However, if this turns out not to be the case upon further information coming to light, the 90 days access will be reinstated as soon as possible.</p> <p>Employment may be terminated but extending access to assigned university space and email privileges for this 90 day period is in keeping with our institution's long standing reputation for humanism.</p>	<p><i>complete the grievance process within the 120 day period</i></p> <p><i>For non-tenured faculty</i>, in the event of faculty termination prior to the end of a contract period, no less than 90 120 days will be provided to the faculty to clear out assigned university space. Additionally, email use will continue during this 90 120 day period enabling a forwarding email address to be provided to chosen colleagues</p>			
<p>IACUC</p>	<p>David Sanchez, current chair of the IBC, sent in two options for the IBC description in the handbook, a long detailed version and then language that is minimal description.</p>		<p>Dr. Saviola made a motion to add the shortened language for IBC, Dr. Chaney seconded, all were in favor.</p>		
<table border="1"> <thead> <tr> <th data-bbox="485 833 995 873">OLD</th> </tr> </thead> <tbody> <tr> <td data-bbox="485 873 995 1507"> <p>Institutional Biosafety Committee (IBC). The Institutional Biosafety Committee was established under the provisions of the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) to create and implement policies that provide for the safe conduct of recombinant DNA research and to ensure compliance with the NIH Guidelines.</p> <p>Faculty play an integral role in WesternU's Institutional Biosafety committee. Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website: http://www.westernu.edu/research/regulatory-affairs/research-biosafety/</p> </td> </tr> </tbody> </table>	OLD	<p>Institutional Biosafety Committee (IBC). The Institutional Biosafety Committee was established under the provisions of the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) to create and implement policies that provide for the safe conduct of recombinant DNA research and to ensure compliance with the NIH Guidelines.</p> <p>Faculty play an integral role in WesternU's Institutional Biosafety committee. Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website: http://www.westernu.edu/research/regulatory-affairs/research-biosafety/</p>		<table border="1"> <thead> <tr> <th data-bbox="995 833 1528 873">NEW</th> </tr> </thead> <tbody> <tr> <td data-bbox="995 873 1528 1507"> <p><u>Institutional Biosafety Committee (IBC).</u> The Institutional Biosafety Committee was established under the provisions of the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) to create and implement policies that provide for the safe conduct of recombinant DNA research and to ensure compliance with the NIH Guidelines. <i>In addition, the IBC will 1) oversee research involving infectious agents and toxic biological molecules, 2) will review research protocols from grant applications submitted to extramural funding agencies to confirm that experiments will be conducted safely and in compliance with the NIH Guidelines, 3) review prior to their implementation any University constructions plans that include laboratory space requiring a biosafety level designation of</i></p> </td> </tr> </tbody> </table>	NEW
OLD					
<p>Institutional Biosafety Committee (IBC). The Institutional Biosafety Committee was established under the provisions of the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) to create and implement policies that provide for the safe conduct of recombinant DNA research and to ensure compliance with the NIH Guidelines.</p> <p>Faculty play an integral role in WesternU's Institutional Biosafety committee. Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website: http://www.westernu.edu/research/regulatory-affairs/research-biosafety/</p>					
NEW					
<p><u>Institutional Biosafety Committee (IBC).</u> The Institutional Biosafety Committee was established under the provisions of the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) to create and implement policies that provide for the safe conduct of recombinant DNA research and to ensure compliance with the NIH Guidelines. <i>In addition, the IBC will 1) oversee research involving infectious agents and toxic biological molecules, 2) will review research protocols from grant applications submitted to extramural funding agencies to confirm that experiments will be conducted safely and in compliance with the NIH Guidelines, 3) review prior to their implementation any University constructions plans that include laboratory space requiring a biosafety level designation of</i></p>					

BSL-2 or higher, and 4) advise the University concerning biosafety policies for students, employees, and faculty.

Faculty play an integral role in WesternU's Institutional Biosafety committee. Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website:
<http://www.westernu.edu/research/regulatory-affairs/research-biosafety/>

Language was also added for the IACUC Committee description.

OLD	NEW
<p>Animal Care and Use Committee, Institutional (IACUC). WesternU recognizes the importance of the use of animals in teaching and research programs. Animals are vital both for understanding basic biological processes and in developing diagnostic, therapeutic, and preventive approaches for human and animal diseases. The Institutional Animal Care and Use Committee (IACUC) evaluates the care, treatment, housing, and use of animals on campus. Faculty play an integral role in this regulatory committee. Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website: http://www.westernu.edu/research/regulatory-affairs/research-iacuc/</p>	<p>Animal Care and Use Committee, Institutional (IACUC). WesternU recognizes the importance of the use of animals in teaching and research programs. Animals are vital both for understanding basic biological processes and in developing diagnostic, therapeutic, and preventive approaches for human and animal diseases. <i>The Institutional Animal Care and Use Committee (IACUC) oversees the care, treatment and housing of animals used in teaching and research by University faculty and staff to ensure that such use is justifiable and is performed according to all applicable federal and state regulations and guidelines. The IACUC also reviews all construction and renovation plans to animal housing facilities prior to the implementation of the plans.</i> Additional details on committee guidelines and responsibilities can be found on the regulatory affairs website: http://www.westernu.edu/research/regulatory-affairs/research-iacuc/</p>

Dr. Saviola made a motion to add the amended language for IACUC, Dr. Chaney seconded, all were in favor.

5i. University Research
 -Steven Henriksen

There is a lot of misinformation being distributed without concurrence. One of the things that reflects a little on some of the President's comments was his belief in the Innovation Center that is starting and its confusing people on what that really means and how that fits into the research

	<p>environment. Dr. Henriksen was asked to work with Nick Webb about this innovation stuff including talking to him about intellectual property that comes from faculty. How the Center of Innovation and how that fits into the research enterprise of the colleges and university as a whole is yet to be determined. However, one of the things that several faculty have been asked to do is speak at the retreat where they have these focus groups about what the future of one particular item is too be discussed. That will be held later this month and some members of the Senate will be asked to attend for your feedback. It will be a review of our research, our directions, our needs, and where we go from here.</p> <p>One of the things of concern is about the research footprint on campus and is it sufficient to draw researchers in as well as support those who currently exist. <i>The university is at a maximum right now for research space. Dr. Henriksen has spent a lot of time thinking about the inevitable which is how do you value research space and who gets the research space depending on if they're funded, not funded. Dr. Gugelchuk asked Dr. Henriksen to find out how much money people are bringing in and what is their linear laboratory space fee and to start looking at an algorithm to try to determine when we have to reduce some peoples space. Dr. Henriksen will be working on this for the upcoming year and looking at. He will be happy to come and talk to the Senate about how the decision was made, what the rules are, and get the Senates input.</i></p> <p>In the Campus Master Plan, there was a proposed amount of square footage that was going to be dedicated to various endeavors and how much it was going to increase over the years. For the research space, it only went up about 4500 square feet, how is that sustainable unless you're going to be taking space away from people? <i>The recommendations were put in there to increase the research space was much more than that. Why do you think it didn't end up that way? There are other directions of research that the President is interested in that involves clinical research and contractual research.</i></p>	<p>Drs. Saviola, Lutfy, Standley and Hicks will draft a document on displeasure with the Campus Master Plan</p>
<p>5ii. Handbook</p>	<p>Language needs to be added for when a senator can no longer fulfill their duties or resigns. Also adding a certain percentage of time, 20%, for the senators to attend Academic Senate and the Senate standing committees. The University Faculty Affairs Committee will add both of these issues to their meeting agendas for the remaining of the academic year.</p> <p>Dr. Cameron will be sharing the handbook with the Deans Council, The Provost and Vice Provost, also with the Faculty Assembly because they need to vote on Appendix I.</p>	<p>Dr. Kabir motioned to approve the handbook as amended. Dr. Saviola seconded; all were in favor.</p>
<p>7. Next Meeting</p>	<p>February 12, 2018 Academic Assembly meeting: April 19, 2018</p>	
<p>8. Adjournment</p>	<p>The meeting was adjourned at 12:58pm.</p>	