

# ACADEMIC SENATE MEETING MINUTES

November 11, 2019

11:45 AM – 1:00 PM

4<sup>th</sup> Floor Conference Room, LRC

CHAIR: Malika Kachani

VICE CHAIR:

SENATORS: Keith Boyer, Beth Boynton, Joshua Cameron, Yvonne Drechsler, Donna Emanuele, Linda Flores, Hyma Gogineni, Shalechia Hunt, Kabir Lutfy, Craig Kuehn, Beatrice Saviola, David Shofler, Steven Snyder, Miou Zhou.

ABSENT: Jacqueline Truong, Sandra Farah-Franco

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions
1.		
2. Call to Order	Meeting was called to order at 12:00pm by the Chair, Dr. Kachani.	
3. Approval of minutes 9/11/19 & 10/7/19		<p>Dr. Boynton motioned to approve the minutes from 9/09/19, Dr. Drechsler seconded, all were in favor.</p> <p>Dr. Lutfy motioned to approve the minutes from 10/7/19, Dr. Gogineni seconded, all were in favor.</p>
4. Human Resources <i>-Linda Emilio</i>	<p>Hiring personnel from grants? The way it has been handled so far is usually problematic for those who actually try to hire post docs in regards to the process that we are using where investigators cant interview post docs without being told that they cant do this this way but also it's a timing issue. Usually grants are specific for a certain period and so right now when you get a grant it could take a year to get someone hired. Could you look at generally, the hiring of grants need to go through an expedited process because they are usually temporary positions that are time sensitive.</p> <ul style="list-style-type: none"> <li>Human Resources knows that it is an issue. Ms. Emilio will look into this and see what could be done in the immediate future to expedite this process.</li> </ul> <p>A colleague has a concern about the 403B. There was an issue and is unsure if it has been resolved.</p> <ul style="list-style-type: none"> <li>That was the compliance project that Ms. Emilio has been working on. The goal was to make sure that the employees were made whole with any corrections that were necessary. A consultant came in and they worked very closely, there was an in depth auditing process where they looked at every employee.</li> </ul> <p>Is there any discussion to consider partnering with other retirement companies, such as Vanguard or anyone else, as you would get more bang for your buck.</p> <ul style="list-style-type: none"> <li>There is a brokerage window that you could go through to get the same products</li> </ul>	

that Vanguard houses. Ms. Emilio will talk with TIAA.

**The Grievance Committee had questions regarding their scope and the desire to have the Grievance Committee to look at things that would be considered harassment or discrimination and how that would impact. In the last reiteration of the faculty handbook, it was taken out.**

- Ms. Emilio is going to check with Legal because there was a reason for why it was removed.

**Human Resources should utilize appropriate committees when they have a problem that needs to be figured out. There was an issue that should have went through the Biosafety Committee and Human Resources never reached out to them. There is concern that there is a lack of expertise, how would you know about biosafety unless you consult with the committee?**

- Ms. Emilio will look for information provided outside this meeting.

**What is the process for internal candidates? A colleague who is internal, and is being hired on to add more time. They have an offer letter with a set start date, but then the contracts and things aren't ready by the time the start date comes around so it pushes off the time that they are actually able to begin. This is just one example but it is seen a lot in the hiring process where we're left with these gaps where people are needed to fill in. Is there something that could be done with the processes.**

- There are many components to the hiring process and you have the end user, college or department beginning the process in PeopleAdmin, and there may be times where even though it may be processes in PeopleAdmin but when Human Resources receives it, a lot of times the delay comes from certain areas. Human Resources does not prepare the contracts.

Ms. Emilio has been working on a compliance project for about seven years and it has officially been completed. There is a major staffing crisis in HR. They have been awarded a few new positions, one is the Leave of Absence Specialist, currently the process is going through Sandra Rainwater, and there are a lot of issues with the timing that it takes to do that process. They are interviewing people now and bringing that in to Human Resources. Also looking at an outside vender to help house data for a more efficient process. Currently, they have the Executive Director of Human Resources, Cynthia Ferrini, started a few months ago, will oversee the operations of Human Resources. With that, Sherry Bale, the Director of Recruitment, Rebecca Caballero, Manager of Benefits Administration, and Geri Abracosa, Director of Employee Relations, all three are out of the office, some longer than others. In addition to that, out of employee relations, they have lost one additional position besides Geri, as well as a vacant position. The Senior Employee Relation Specialist, Employee Relation Specialist, and the Leave of Absence Specialist position are all posted. Human Resources has 17 positions and only 8 are filled. Ms. Emilio is meeting with Dr. Houston-Brown on Wednesday to further address the situation.

	<p>There is a plan to rebuild Human Resources. With that, rebuilding with a much more modern approach to positions and what is needed and in order to help partnership with you, understand the areas that they need to be better at, and to provide more timely support. They will position themselves to be a talent management team, and with that, a commitment to recruit, hire, and develop the most talented people. They do not have a recruitment function even though it is in their title. They will work on job description development under the new structure. There will be a different process for onboarding and employee development will move into that area not in the current area of employee relations.</p> <p>Benefits will change to a total rewards strategic program – focusing on compensation, benefits, performance recognition, and career development.</p>	
<p><b>5. Vice Chair</b></p>	<p>Nominations for Vice Chair will be taken to the Academic Assembly next week.</p>	
<p><b>6. Research Concerns</b></p>	<p>Dr. Baron has asked Dr. Kachani to let the Faculty know that there will not be questions as there will not be time because they have a very busy schedule. After emailing the faculty his request, there was a lot of concern from the faculty which was then expressed in an email to Dr. Baron.</p> <p>Following the questions with Dr. Agrawal, Dr. Kachani met with him and let him know that we all want to work together, we all want a good research program for the University and would like to help both him and Dr. Baron. She asked if they could re-establish the trust with the faculty and to do this, there are only four things that you could accept and give them and everyone would want to work with him. There was an hour discussion but it did not get very far. She discussed with him the per diem and that he should not be retroactively charging people and if he wants to establish a new rule, it should be clear to the faculty that from now on this is the rule, not to bill retroactively. The second item was bridge funding, the third one is to give faculty a transition because a lot of things were working and then he changed things when he came on board and did not give faculty time to transition. The fourth one was that any agreement from Dr. Henriksen should be honored until the project is finished. Nothing was achieved in the meeting and he asked for the requests to be sent via email.</p> <p>For the Research Conclave, he did not take into consideration any of the research concerns and he did not include Dr. Kachani in the speakers like the format that was used last year. Some faculty would like to speak to the Board of Trustees, some would like to write a letter and send to WSCUC.</p> <p>It was recommended by a senator to wait until after to conclave to figure out what they will say about research instead of trying to figure out what we think they will say.</p> <p>Discussion continued regarding indirect costs and per diem with the colleges, how there is no policy.</p> <p>The Deans and Associate Deans do not necessarily agree with Dr. Agrawal like he says so there is a problem with communication. If this is becoming an issue, the Academic Senate should meet with the Deans and get a clear strategy so that we know how to move forward</p>	

	on what we find a concern. The Deans Council should be invited to the Academic Senate meeting.	
<b>7. Next Meeting</b>	<b>December 9, 2019</b> <b>Academic Assembly meeting: November</b>	
<b>8. Adjournment</b>	The meeting was adjourned at 1pm.	