

University of Virginia
General Faculty Council
Annual Report (May 2005 – April 2006)

Officers

Jean Collier, Chair
Ellie Wilson, Chair-Elect
Robin Kuzen, Past Chair
Prue Thorner, Secretary

Council Members

Administration:

Virginia Carter (Term 2005-2008)
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Prue Thorner (Term 2004-2007, resigned April 2006)
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Health Professionals

Camilla Curnow (Term 2004-2006, resigned June 2005))
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Gary Davis (Term 2005-2008, resigned 2006)
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Mark Ross Term 2005-2008
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Libraries:

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Education Schools:

(includes Education and Continuing Education)
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(includes Architecture, Darden, Law, Commerce)
Derry Wade (Term 2003-2006)

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School of Engineering:
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At-Large Representatives:
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Nancy J.H. Gansneder (Term 2003-2006)
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Membership on University Committees:
Faculty Senate Research Committee: John Wilson (2005-2006)
Faculty Senate Academic Affairs Committee: Phil Gates (2005-2006)
Faculty Senate/General Faculty Council Joint Committee:
Admin/Prof Pam MacIntyre (2005-2007)
Research John Wilson (2005-2006)
Teaching Ellie Wilson (2005-2007)
Ex-officio Jean Collier (2005-2006)

Review of Council Business

Speakers:

November 2005: Houston Wood, president of the Faculty Senate addressed activities of the Senate and plans for future action, procedures for election/appointment to the senate, and improving faculty recruitment.

December 2005: Vice President and Provost Gene Block addressed development of a BOV requested 10-year plan indicating projected financial

needs, re-accreditation by the Southern Association of Colleges and Schools, recruitment and retention of women faculty, expansion of study abroad programs and initiation of joint degree programs with overseas institutions, and the management agreement required by the Higher Education Restructuring legislation

March 2006: William Harvey, VP for Diversity and Equity locating issues here against the background of the world of higher education, and rationale for enhancing diversity and equity at the University in the context of globalization.

Initiatives and Activities:

Discussions in 2005-2006 revolved around the revised policy on General Faculty, improved benefits, representation on the Board of Visitors, better communication with our constituents, professional development, domestic partner benefits, and affordable housing. Funds were committed this year to upgrade the website, to print and distribute the Council brochure, to provide lunches at our monthly meetings for members and guests, and for the annual luncheon/orientation for out-going and in-coming representatives.

The GFC Chair was invited to participate in the newly formed Diversity Operations Council headed by William Harvey, VP for Diversity and Equity. The chair of the GFC attended meetings of that Council along with representatives of all major units of the University. The new Council was formed to provide a forum for discussion for pro-active strategies to make U.Va. a more open and welcoming environment. Among the first tasks of the new Council will be to review the findings of the University's Diversity Commission Report.

Discussions were initiated on the possibility of the GFC co-sponsoring a University symposium on the after-effects of Hurricane Katrina to learn the lessons of this catastrophe. The symposium was tentatively called "In Katrina's Wake: Implications of Race and Diversity," A resolution was passed in support of this motion. The University-wide symposium was held on November 2-4, 2006, and the GFC supported it by covering registration fees for general faculty across the University

Status of Resolutions (originally approved and posted October 2004):

I. Policy on the General Faculty

Resolution: The GFC requests that the Provost post a revised draft Policy on the General Faculty for review by and endorsement of council and that he subsequently implement a mutually acceptable revised Policy by October 1, 2004.

Status:

After several drafts, many years of discussion between the General Faculty Council and successive Provosts, and final approval by the University Policy Review Committee, the Office of the Vice President and Provost released a new "Policy on Employment of Non-Tenure Track Faculty" in March 2006. The GFC

Policy Committee carefully reviewed the document and prepared a summary of differences between the former and new policies. This summary was subsequently posted on the GFC web site along with links to both policies.

II. Temporary Disability Leave Benefit for General Faculty

Resolution: The GFC requests that the Board of Visitors make the benefit for temporary disability leave conform to the previous version of the Policy on the General Faculty.

III. Benefits for Sponsor-Supported General Faculty and Staff (Primarily Research Faculty and Professional Research Staff). Issue #1 – Paid Temporary Disability Leave

Resolution: The GFC requests that the Provost, the Vice President for Research, and Human Resources work with us in establishing a University-wide pool to fund paid temporary disability leave for all eligible sponsor-supported employees.

IV. Benefits for Sponsor-Supported General Faculty and Staff (Primarily Research Faculty and Professional Research Staff) - Issue #2 – Eligibility for Employer Contributions to Health Benefits

Resolution: The GFC requests that the Provost, the Vice President for Research, and Human Resources work with us in developing an alternative policy whereby employer contributions to health benefits for sponsor-supported faculty would continue during and immediately following temporary breaks in full-time sponsor support without respect to the duration of full-time support guaranteed into the future.

Draft policy #1 would establish a central pool of funds to pay salary and benefits for sponsor-supported employees who are temporarily disabled and unable to work for a period of up to 6 months. Currently, the University requires that these disabled, non-working employees be paid through sponsored grants and contracts.

Draft policy #2 would provide funding to continue employer contributions to the University's health insurance plan for sponsor-supported employees whose external support has temporarily lapsed for a period of up to six months. Currently, employer contributions to health benefits are immediately terminated at the onset of a temporary lapse in salary support.

Status:

The GFC Policy Committee assembled additional material in support of the above proposals and communicated with the VP for Research and his staff and the Provost regarding their consideration. In response, the Provost established a committee within his office to review the proposed policy revisions. Because these proposals were recommended in the Diversity Commissions Report, support was also solicited from Bill Harvey, Vice President for Diversity. In July 2006, the Provost informed the GFC that the University had declined to accept the proposals.

V. Professional Development

Resolution: The GFC requests that the Vice Provost for Faculty Advancement review, with the assistance of the GFC, all current professional development opportunities for teaching and research faculty and revise policies regarding faculty development to make them fair and equitable to all members of the faculty. In addition, the GFC requests that the Vice Provost for Management and Budget undertake the same review for administrative and professional faculty

Goal: To seek equitable university-wide development opportunities for all general faculty within the next two years; in addition, every faculty member should have a personalized development plan, worked out between the faculty member and her or his chair or supervisor.

At conception of this resolution, the strategies were to:

1. Publicize the goal.
2. Achieve a clear understanding of *current* development opportunities for general faculty, both internal and external.
3. Collect information from our constituents about their opportunities and needs. Focus particularly on grants, reimbursements, and leave policies.
4. Based on the information gathered above, make specific recommendations to the Provost's office in January for emendations of current policies. In January, revise this strategic plan to outline new initiatives and schedules.
5. Review current evaluation procedures throughout the university and recommend new procedures to be put into place. Our goal is to have every faculty member who requests one receive an annual evaluation that includes a plan for professional development. This will better allow the members of the general faculty to be successfully evaluated in terms of the criteria outlined in the general faculty policy document.

Status:

During 2005-2006, Robin Kuzen met with Vice Provost for Faculty Advancement Gertrude Frazier to discuss, among other issues, a University-wide leave policy for professional development and career advancement for general faculty. Frazier said she would present the idea to the Provost's Council.

VI. Resolution on Salary Increase Equity

Resolution: The General Faculty Council urges the University of Virginia administration to pursue salary increases for administrative and professional faculty equal to those enjoyed by their fellow faculty members, regardless of the funding source.

Status:

The Policy Committee reviewed data on the changes in demographics among the University's faculty over the past decade. Academic faculty comprise 75% of the university's faculty; the other 25% corresponds to the professional and administrative (P&A) faculty. Percentages of track and non-track (including non-track instructional, research, and P&A) faculty are almost identical (51% versus 49%, respectively). The academic faculty is 70% male and 30% female

whereas the (P&A) faculty is 48% male and 52% female. Because a substantially larger fraction of P&A faculty are female, the long-standing practice of awarding higher percentage pay raises annually to academic relative to P&A faculty exacerbates differences between average salaries for male versus female faculty university wide. To eliminate such divergence, the Policy Committee recommended to both Bill Harvey and to the Faculty Senate–GFC Joint Committee that the GFC’s resolution on salary increase equity (posted on the GFC web site) be adopted. The Joint Committee subsequently recommended that the FS Executive Council consider the GFC resolutions.

GFC STANDING COMMITTEES

By-Laws Committee

Phil Gates (Chair), Dawn Rigney, Ellie Wilson, Jean Collier (ex-officio)

The By-Laws Committee is responsible for reviewing and suggesting revisions to the bylaws of the General Faculty at least every four years and keeping written records of all Bylaws Committee meetings and correspondence.

In 2006, a by-laws change was proposed to increase in Council membership by three. This brought the size of Council to a minimum of eighteen and a maximum of twenty-one. Areas of representation were to be determined by the Data Management committee chaired by Virginia Carter. Health Sciences and the professional schools were the areas that immediately need more representation, and a third representative was made available in an at-large capacity. It was suggested that terms should be staggered so that no more than seven terms of office end in any given year. The resolution passed with one abstention and one vote against. The change was implemented in the spring 2006 election.

Communications Committee

Carol Hunter (Chair), Jean Collier (webmaster), Nancy Gansneder, Prue Thorner, Derry Wade

The Communications Committee is responsible for maintaining the GFC website (webmaster); maintaining the General Faculty email lists (list administrator); managing publicity about and outreach for the Council; arranging for informational and social events for the General Faculty such as the annual end-of-year luncheon for current, outgoing and in-coming representatives; and keeping written records of all Bylaws Committee meetings and correspondence.

In 2005, the committee produced a professionally designed brochure that was included in orientation packets for new faculty in July, and distributed to distributed to department chairs, deans, and University administrators in August. Council members distributed extra brochures within their units. The GFC website was re-designed by a profession web consultant to stream-line the site, make it easier to maintain, and increase usability.

Data Management Committee

Virginia Carter (Chair), James Groves, Chris Milner (List Administrator, non-Council member), Mark Ross, Lynda White (non-Council member), Jean Collier (ex-officio),

The Data Management committee is responsible for obtaining and maintaining the database of the General Faculty of the University; reviewing Council's constituent allocation every year and revising as appropriate; updating the database in the fall; ensuring that there is an updated list with which to revise the General Faculty email lists (gf-roster and one for each of 9 constituencies) in the fall; and assisting other committees with projects that require data, such as surveys or data analysis; and keeping written records of all Bylaws Committee meetings and correspondence.

Following the by-laws change in 2006, the Data Management Committee recommended that an additional GFC member should be elected to represent GF in the health sciences, bringing their ratio to 1 per 109 GF members, in line with ratios in other areas of the University.

Elections Committee

Members: Derry Wade (Chair), Robin Kuzen, Daisy Rodriguez , Jean Collier (ex-officio),

The Elections Committee is responsible for implementing election procedures as outlined in the "Procedure for Elections" which is posted on the General Faculty Council website; keeping written records of election results; reviewing and revising the election procedures annually; and keeping written records of all Elections Committee meetings and correspondence.

During a special election was held in August 2005, Gary Davis and Mark Ross were elected to represent Health Professionals. A special election was held in January 2006 to appoint a representative for the Libraries to replace Carole Hunter who resigned due to new work commitments. During the annual election in March, two representatives were re-elected for Administration and At-Large, one for Arts & Sciences, one for Student Affairs and one for Professional Schools.

Policy Committee

Bill Keene (Chair), Camilla Curnow, Robin Kuzen, Lotta Lofgren, Prue Thorner, Lynda White (non-Council member), John Wilson, Jean Collier (ex-officio),

The Policy Committee is responsible for reviewing and suggesting revisions to the University's policies on the General Faculty and Senior Professional Research Staff; serving as liaison to the Provost regarding approval of revisions to the above policies; ensuring that relevant policies are readily available via the Council website and other appropriate means; and working with the University Administration to promote the interests of the General Faculty; and keeping written records of all Bylaws Committee meetings and correspondence.

During the 2005-2006 Council year, the Policy Committee:

1. Continued working with the Provost to finalize the revised Policy on General Faculty. When available, disseminate the new policy document.
2. Continued working with the Provost and the Vice President (VP) for Research and Graduate Education in efforts to implement proposed revisions to two research-related policies at the University noted above (Resolutions II-III-IV).
3. Researched clarification of hierarchy in cases of conflict between different policy statements within the University.

The Vice President and Provost clarified that more restrictive policies can be implemented by schools as long as they do not violate guidelines established by the Board of Visitor or state or federal law. If schools adopt more restrictive policies, they must clearly communicate those policies to the affected general faculty; this would be most effectively accomplished in their offer or renewal letters.

4. Reviewed the University's e-mail policy and apprised Council.

Following an incident involving alleged misuse of a University e-mail account, the Policy Committee reviewed the University's e-mail policy (DHRM Policy #1.75) and related issues and briefed Council on current interpretations as we understood them.

5. Advocated for salary equity among faculty throughout the institution.

The Policy committee addressed this issue as noted in Resolution VI above.

6. Advocated for the establishment of a 30-day comment period preceding the implementation of new or revised policies.

To broaden faculty involvement in an important process that directly impacts them, the Policy Committee drafted and the GFC subsequently passed a motion requesting that the University's Policy Review Committee (PRC) establish a 30-day comment period for faculty input before finalizing and implementing new or revised University policies. The request was denied. Following recommendation by the FS-GFC Joint Committee, the Faculty Senate subsequently passed a similar motion.

7. Reviewed and recommended changes to current grievance procedures.

The Policy Committee had previously agreed to delay action on this objective until after the revised Policy on the General Faculty had been finalized. Consequently, work on this initiative did not start until late in the academic year. The Grievance Procedure for Academic Faculty (which is administered by the Faculty Senate) was reviewed and several changes recommended to clarify that the procedure applies to all academic faculty, both teaching and research. The FS-GCF Joint committee forwarded these recommendations to the Chair of the Grievance Committee and the

procedure was subsequently revised accordingly and approved by the full Senate. As of the end of the academic year, the Policy Committee had taken no action on the Grievance Procedure for Administrative and Professional General Faculty.

8. The Policy Committee responded to inquiries by several members of the general faculty concerning their rights, privileges, and protections under the Policy on the General Faculty.
9. The Policy Committee assisted the Data Management Committee in correcting constituent lists of General Faculty provided by the University.

Faculty Senate - General Faculty Council Joint Committee

GFC Representatives: Bill Keene (Chair), Pam MacIntyre, Ellie Wilson, Jean Collier (ex-officio). The committee met four times during the 2005-2006 academic year and addressed a number of interrelated issues as summarized below.

Draft Policies Jointly Proposed by the VP for Research and the GFC

The joint committee recommended that the FS Executive Committee (EC) review the proposed draft policies (Resolutions II-III-IV above) and related background information and consider endorsing them. The FS Executive Committee reviewed the proposals but did not take a position on them. The proposals were also evaluated by the University's Policy Review Committee and by the Provost's Office.

GFC Resolutions

During the 2004-2005 academic year, the GFC adopted resolutions concerning several issues including the Policy on the General Faculty, disability, benefits, professional development, and salary equity. The joint committee recommended that the FS EC review these resolutions and consider endorsing them. The FS EC reviewed the resolutions but did not take a position on them during the 2005-06 academic year.

FS Grievance Procedure

The Joint Committee reviewed the FS Grievance Procedure and recommended revisions to clarify that the procedure applies to all academic faculty, both teaching and research. The recommendations were forwarded to the Chair of the Grievance Committee and the procedure was subsequently revised accordingly and approved by the full Senate.

Faculty Composition

The FS represents all academic faculty, 68% of whom are track and 32% of whom are non-track (including both instructional and research faculty). Seventy percent of the academic faculty are male and 26% of those male faculty are non-track. In contrast, 30% of academic faculty are female but 47% are of those female faculty are non-track. These gender-specific differences in percentages of track versus non-track faculty have implications for the FS's election procedures and perhaps apportionment. Some (perhaps most) units within the University employ election (or appointment) procedures to the FS that exclude non-track faculty. It is evident from the above data that such processes

disenfranchise female academic faculty disproportionately and, thus, appear to conflict with the University's diversity initiative.

The Joint committee recommended that the Senate adopt the position that any member of the faculty who is eligible to serve on the FS (i.e., any full-time member of the academic faculty – including both track and non-track) be eligible to participate in the election process. This position would be actively enforced by application of Section 5.a of the FS's Constitution and By-Laws, which specifies that all election "... procedures are subject to the approval of the Senate itself." This recommendation was addressed by the Senate's ad hoc Committee on Restructuring and Representation and remains in the Senate's agenda for consideration during 2006-2007.

Finally, over the past decade, the University has increased its faculty by 21% but virtually all of this expansion involved non-track positions (43% increase) versus track positions (3% increase) and the majority of the new non-track position were filled by women. Because non-track positions 1) are inherently less secure, 2) are lower paying on average, and 3) are allocated lower average annual raises, the nature of this expansion has exacerbated differences in job security and average salaries between male and female faculty university wide. The joint committee recommended that the FS encourage the administration to consider the implications of these trends for security and pay equity in the context of decisions regarding future expansion of the faculty.

New Policy on Employment of Non-Tenure Track Faculty

The committee addressed a number of concerns involving implementation of the University's now Policy on Employment of Non-Tenure Track Faculty. These include 1) Denying faculty an opportunity to review and comment on the revised policy before implementation, 2) apparent miscommunication between the Provost's office and the University's Policy Review Committee concerning faculty review of the policy, 3) problems involving the policy itself (ambiguities, overly restrictive provisions that are not consistent with current practice, etc.), 4) lack of grandfathering, and 5) lack of faculty notification that a new, substantially revised policy had been implemented.

Committee members agreed that it should be considered desirable administrative practice for the University to provide faculty with an opportunity to review and comment on proposed changes to policies that directly impact faculty before those changes are implemented. The GFC sent a message to the Chair of the Policy Review Committee requesting that the PRC allow a 30-day comment period before acting on proposed changes to policies; this request was denied. The FS Restructuring and Representation Committee recommended that the Senate adopt a similar action. A motion requesting a 30-day comment period for new policies was subsequently presented and approved by the Senate. The committee also agreed that all faculty should be formally notified upon implementation of any relevant changes in policies. The administration has not yet responded to this motion.

Other Issues

The committee discussed several other relevant topics during the year. These include:

faculty representation on the Board of Visitors, problems associated with the lack of a clearly defined hierarchy in cases of conflict between different University policy statements, affordable housing, and issues discussed during the FS's retreat.