

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

June 6, 2011

Present: R. Brown; V. Dallas; R. MacArthur; C. Parrish; L. Romano; A. Vlasopolos;
W. Volz; A. Wisniewski; S. Wolfson; J. Woodyard

Absent with notice: D. Kessel

Guests: James Barbret, Controller; Mary Beth Buchan, Associate Director, Payroll;
Kelley Skillin, Director, Special Projects, Office of the Provost

The items marked with an asterisk constitute the Actions of June 6, 2011.

1. Nine-month Deferred Pay Option and Faculty Salary Increases: Provost Brown explained that two changes have been made in the payroll system for faculty and academic staff. Mr. Barbret and Ms. Buchan explained the 9-month deferred pay option, which allows 9-month employees, if they request, to receive their annual salary over 12 months and 26 paychecks instead of the typical 9 months and 20 paychecks. They explained the IRS regulations and the eligibility requirements, as well as details about the handling of the employees' deductions. The second change made in the payroll system means that 9-month employees will receive their pay increases with the first paycheck of the new academic year.

[Mr. Barbret and Ms. Buchan left the meeting.]

2. Faculty Mentoring: Earlier in the spring, the Provost began meeting with groups of junior faculty in response to the COACHE (Collaborative on Academic Careers in Higher Education) survey to learn about their concerns and if they are getting the assistance they need. He believes junior faculty need mentoring. Ms. Skillin is developing a framework for the mentoring program. The Provost will establish a faculty committee, to begin meeting in the fall, that will guide the program. The committee will be able to add to and revise the program.

[Ms. Skillin joined the meeting.]

Although the initial efforts are directed toward tenure-track faculty, it was noted that clinical faculty also need mentoring in order to be promoted.

Policy Committee members discussed the types of mentoring that faculty might need. Some believed mentoring was needed at the department level focused on the discipline. Others thought there also was a need for broader support and that some mentors could be outside the junior faculty member's department.

The program being developed in the Provost's Office would not interfere with mentoring within departments or with the research-based mentoring being carried out through the Office of the Vice President for Research. Pairing a junior faculty

member with a senior faculty member from a different department would reduce some of the political problems that might arise in a department.

The program will be announced in the fall. Ms. Skillin said that she would need help finding appropriate mentors. A stipend of \$250 would be put in a travel or research account for the mentor's use.

The Provost has asked all departments and colleges, in the case of the smaller colleges, to submit a mentoring plan. The mentoring committee will review the plans. In addition, the Provost has asked the Deans to provide mentoring plans for all new faculty.

A program to mentor department chairs is also being instituted.

[Ms. Skillin left the meeting.]

Policy Committee nominated faculty to serve on the mentoring committee.

3. Report from the Chair:

- a. Provost Brown updated Policy Committee on the searches for the Dean of Fine, Performing and Communication Arts and the Dean of Liberal Arts and Sciences.
- b. The Huron Consulting Group continues to evaluate the University's business processes. When that is completed, they will look into the administration of research.
- c. Jennifer Sheridan Moss (Classical and Modern Languages, Literatures and Cultures, Liberal Arts and Sciences) has been appointed to a new position overseeing the student retention efforts. Provost Brown is committed to improving the retention rate of undergraduate students.

4. Report from the Senate President:

- a. Access to the Library's Databases for Retirees: Mr. Wolfson and Dean Yee contacted Chief Information Officer Joseph Sawasky. Retirees are able to access the Library's databases with VPN. Mr. Sawasky is writing instructions on the use of the system, which will be sent to the retirees.
- b. Parking Operations: Three Senate committees had been asked to review the report *Parking Operations: 5-Year Business Plan*. Two of them submitted their reports. The Business Plan was submitted to the Board of Governors. Policy Committee will continue to advocate for a Parking Advisory Committee.

*5. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of May 23, 2011, were approved as submitted.

6. Alternative Approach to Academic Budget Reductions: The Policy Committee sent the *Interim Report: An Alternative Approach to Academic Budget Reductions* to the President, the Board of Governors, and the Senate Budget Committee. The Provost's Blue Ribbon Committee on Budget Cuts, which wrote the report, will meet with President Gilmour and other members of the administration on June 9. The members of the Policy Committee who are members of the Blue Ribbon Committee

will report to Mr. Wolfson about the June 9 meeting. If Policy Committee takes further action, it will do so after that meeting.

7. Meeting with the President's Cabinet: Policy Committee reviewed topics it would like to discuss with the President's Cabinet at their June 23 meeting.
8. Faculty Hiring: Policy Committee raised questions about some delays in processing paperwork to hire new faculty. The Provost responded to the Committee's concerns and indicated finding start-up funds for equipment delayed some of the paperwork.
9. Committee Minutes: Policy Committee received the minutes of the Facilities, Support Services and Technology Committee meeting of April 20, 2011.
10. Postponement of Agenda Items: Because of the lateness of the hour, the Policy Committee postponed discussion of two items on their agenda: the responses from the Senate committees on the Final Report of the Retention Implementation Task Force and on the Guideline for Creating Faculty-Student Compacts.

Approved as amended at the Policy Committee meeting of June 27, 2011