

COA Minutes April 30, 2013

COA Members Present: Kent Menzel (chair), Gloria Townsend, Scott Spiegelberg, Inge Aures, Jeane Pope (recorder), Maryann Gallagher, David Harvey

1. Approval of minutes
 - a. March 14 – approved
 - b. April 9 – approved
2. 3/2 Workload
 - a. Discussion of the Results of the 3/2 workload given to faculty
 - i. Items considered to be advantages or concerns were identified by a score of 3 or more
 - ii. There is a clear difference between the advantages/concerns of faculty members who favor the 3/2 load and those that do not. However, both groups are concerned with the difficulty in getting a full year sabbatical.
 - iii. Need to consider how to present the data (Mean? Mode?) Much of this data is highly skewed, what kind of information does this tell us?
 - b. How should we share this information with the faculty? The administration?
 - i. David has shared the distribution graphs with President Casey and plans on sharing them with BOT Academic Affairs Committee.
 - ii. COA should write a report with the basic structure:
 1. A summary of the data
 2. Re-affirmation of the move to a 3/2 teaching load (may or may not do this)
 3. An identification/discussion of the advantages in rank order based on mean (8 total)
 4. An identification/discussion of the concerns in rank order based on mean (4 total)
 5. A discussion of how the faculty will use their time (7)
 - iii. Altman, who could not be present, already started a structure that could be adapted for this report (this will be referred to as the Altman memo)
 - iv. Does COA really want to make a recommendation, or just present the opinions of the faculty?
 1. An endorsement will help move this along
 2. Re-affirm previous COA position
 - v. Must address SOM (see the Altman memo, recommendation #3)
 - vi. There are misperceptions among the faculty (as well as some antipathy) that have to be addressed in any move forward (use comments as source for this section)
 - vii. Trust concerns need to be considered (consider the “may cause faculty to spend less time on campus” question)
 - viii. Need to “tell the story” of the data

Minutes for the Committee on Administration
Tuesday, April 9, 2013
4:00-5:30 P.M.
GCPA 1203

In Attendance: Kent Menzel, Gloria Townsend, Scott Spiegelberg, Inge Aures, Meryl Altman, Maryann Gallagher (recorder), David Harvey.

- I. Approval of minutes from Feb 26 meeting.
 - a. Minutes for March 14 need to be amended.

- II. 3-2 Follow-up survey has been sent out.
 - a. COA Chair will send out an email to make sure that all faculty received the survey.
 - b. Survey closes 5pm on Monday; results will be done by 8am Tuesday (a reminder will be sent to faculty on Thursday at 5pm).

- III. Change of date for next meeting (was 4/23) – either move to Monday 4/22 and Tues 4/30

- IV. Long Term Healthcare
 - a. We could have an unrestricted program, if we wanted to, which would not deny coverage, but the cost will go up.
 - b. Ask Amy Haug to look into:
 - i. What would the cost difference be for the coverage at the general rate (ie: w/ restrictions) vs. the unrestricted program?
 - ii. What would the cost be for this insurance from AAUP?
 - iii. Are there other potential providers?

- V. Discussion of Faculty Compensation section from VPAA report
 - a. Which schools should we be comparing ourselves to?
 - i. Do we consider ourselves in comparison to “aspire to be” schools, or some mix of GLCA, ACM, ACS
 - ii. VPAA’s report recommends a comparison group made of at least 20 institutions from GLCA, ACM, ACS schools.
 - b. Discussion of salary supplements to fellowships, endowed chairs, and awards.
 - c. Discussion of merit pay in regards to the history of it at DePauw and the VPAA’s report.
 - d. For the future, consider what COA’s response (if any) will be to the VPAA’s report.

COA Minutes – March 14, 2013

In Attendance: Kent Menzel (chair), Gloria Townsend, Scott Spiegelberg, Inge Aures, Jeane Pope, Maryann Gallagher, David Harvey, Amy Haug.

1. Long Term Care (Amy Haug)

Amy Haug introduced some options for Long Term Care Insurance (Genworth). This would be an unsubsidized group benefit. It reduces cost for individuals. Individuals who might not qualify might be able to sign up with a group, however, there is an exclusion (see attachment).

Amy Haug recommended if we decide to sign up for a group plan we could offer educational sessions for faculty and staff in August or September. The plan could then be implemented in October. Minimum participation is 2% of employees.

Conference Call with Genworth agent who walked us through the handout Amy has distributed.

2. Survey data regarding 3-2 teaching load (First Survey)

We briefly discussed the minor discrepancies between results one (Kent) and two (student). The overall count seemed relatively similar with minor differences.

Number one concern is related to teaching and higher course enrollments

In regard to the School of Music: Faculty asked Dean to put together a similar document to David Harvey's.

Brief discussion of how to follow up on the first survey. Committee decided on a follow-up survey centered around the questions raised in the first survey. Along with the invitation to participate in the survey we will be resending relevant part of David Harvey's document that addresses the 3-2 question.

Meeting adjourned at 6:00pm.

Attachment: (see below)

C. Insurability Profile

Please answer "Yes" or "No" by checking the box.

1. Within the past 12 months, have you used or been advised by a Healthcare Professional to use any of the following: Yes No

- Assistance or supervision with moving in or out of a bed or chair, bathing, dressing, eating, toileting, bowel or bladder control, walking or managing medications;
- Home Health Care, Adult Day Care services, or care in a Nursing Home, Assisted Living Facility, or any other Long Term Care Facility; or
- A Walker, Wheelchair, Quad Cane, Motorized Scooter, Hospital Bed, Oxygen or Kidney Dialysis?

2. Do you have or have you ever been diagnosed by a Healthcare Professional as having any of the following: Yes No

- | | | |
|--|---|--|
| <ul style="list-style-type: none">• Acquired Immune Deficiency Syndrome (AIDS), AIDS related Complex (ARC), or positive HIV test• Amyotrophic Lateral Sclerosis (ALS also called Lou Gehrig's disease)• Alzheimer's Disease• Dementia• Frequent or persistent forgetfulness or memory loss• Organic Brain Syndrome• Senility | <ul style="list-style-type: none">• Cancer of the following within the past 4 years: Bone, Brain, Esophagus, Liver, Lung, Ovary, Pancreas or Stomach• Metastatic Cancer (cancer that has spread from its original site)• Congestive Heart Failure (CHF)• Cirrhosis of the Liver• Cystic Fibrosis• Diabetes under treatment with insulin or with a history of Transient Ischemic Attack (TIA), Heart Disease, or Circulatory/Vascular Disease | <ul style="list-style-type: none">• Huntington's Chorea• Multiple Sclerosis (MS)• Muscular Dystrophy• Organ Transplant, other than Kidney or Cornea• Parkinson's Disease• Schizophrenia or other forms of Psychosis• Stroke• Transient Ischemic Attack (TIA) within past 5 years or more than one TIA |
|--|---|--|

In most cases, answering "Yes" to questions 1 or 2 will disqualify you from having coverage. If you feel you have fully recovered or are no longer requiring services described above, please attach an explanation including conditions, services used and time frames. If your circumstances change, you may consider reapplying again at that time.

COA Feb 26

Present: Altman (recorder), Aures, Gallagher, Harvey, Menzel (chair), Spiegelberg, Townsend.

-Minutes of the previous meeting were approved, with the addition that the committee had asked to see the raw data and Kent sent it out.

-Meryl volunteered to serve on the group with Amy Haug to study the idea of an integrated wellness center for faculty and staff.

-We discussed the letter received from a colleague, suggesting that the University might look into providing the option of long-term care insurance for faculty and staff. We agreed to ask Amy to consider this and explore possibilities.

-We discussed the "Thoughts on the Faculty Teaching Load" section of David Harvey's memo, "Overview of the Academic Enterprise," which has been released to the faculty. This plan for reaching a 3-2 teaching load was developed through consultation with COA over a period of several years. David noted that it lists some questions as still to be addressed. We discussed possible faculty resistance to the "trade-off" that would make it harder to take a full-year sabbatical; David noted that there might be other upcoming changes to Winter Term that would change the current system for this in any case.

-We briefly discussed another possible way of redistributing faculty load by moving to a trimester system.

-We considered COA's next move: should we write a separate "white paper"? should we respond to David's report? by endorsing it? by formulating answers to the questions that he lists as still to be addressed? by releasing the results of the survey? By administering a follow-up survey, which would solicit faculty opinions to the specific plan outlined in David's report? by holding open meetings? At 6 pm, the first of these options appeared to have been ruled out, but the others remain on the table.

Respectfully submitted,
Meryl Altman

Minutes for the Committee on Administration
Tuesday, October 9, 2012

In attendance: Jeanette Pope, Kent Menzel (chair), David Harvey, Gloria Townsend, Scott Spiegelberg, Inge Aures (recorder), Manu Raghav, Meryl Altman.

Minutes briefly discussed and amended. Approval of minutes postponed until next meeting. Discussion of merit pay history followed

Selection of recorder for the day (Inge Aures).

Meet with Dan Meyer (comments and Q/A). The committee submitted questions to Dan Meyer prior to the meeting.

The committee received a summary handout.

The yield has gone down. We need to see what we can do to impact yield in a positive way. There has been a positive decrease in discount rate, a little bit below the Brad's benchmark but we are also a little bit below his target with regard to the number of first-year students we enrolled.

Admission has four goals: Size of class, Quality, Diversity, Net revenue. 11.5 million net revenue goal is the target and we can get to that in different ways.

We are shifting from an aid philosophy that placed a heavy emphasis on merit aid, to one in which need-based aid plays a greater role. DePauw will always have a robust merit program with Rector and scholarships based on superior academic credentials. Basically we want to raise the bar for students who receive merit awards and not impact students who qualify for need-based assistance.

Goals for Admission for 2012-2013:

1. Grow applicant pool. We peaked in 2010. More applications allow us to be more selective. We want to increase applications but students should be well-qualified. We are increasing the names that we are "buying." Increase visitation opportunities. Once students have been on campus they more likely will attend DPU. Increase working with athletic programs. More students apply for early admission through the work of the coaches.

2. Become more selective. It is risky to experiment too much so that the yield won't be too low. If we are admitting students with a low GPA (3.0) the retention rate might be affected.

Q: How is the admissions office changing what they are saying to students?

Message isn't just conveyed verbally but through the web and print materials but also how you describe the school to potential students.

Q: Our committee has talked about net revenue and discount rate. Anything you can offer on this?

Campaign has a specific amount devoted to scholarships which will help us in the long run. We want to be a true need-blind school. Right now, there is about \$ 3.5 million of unmet need and \$4.5 of unfunded aid. In the campaign we are talking about \$100 million which will provide \$5 million of additional financial assistance. We will continue to seek mentions to increase the value of a DePauw education and become more selective with regard to students we offer admission.

Admission has tried to attract stronger students. Students in our core region (150 mile radius) know DPU already, and this might help us to attract stronger students. If students from St. Louis or Cincinnati go out of state, DPU should be their choice.

Should there be a handout for faculty with suggestions what to say to prospective students?

What do we mean by comparison schools?

In our top 20 comparisons, 10 are state schools. (IU, Purdue, Uni. of Illinois, Miami of Ohio), there aren't many schools like us on the list.

Addition of Lacrosse will help us to increase enrollment of East Coast students. Southeast doesn't have as many good schools as other areas.

Honor's and Fellow's programs attract a lot of students.

COA Minutes September 4, 2012

Meryl Altman (recorder), Inge Aures, David Harvey, Kent Menzel (chair), Jeane Pope, Scott Spiegelberg, Gloria Townsend.

Kent Menzel welcomed new members and reviewed the importance of confidentiality. Minutes of the previous meeting were approved with new members abstaining.

David Harvey reported that in the spring he will bring to the committee salary issues, including GLCA comparisons and possible salary increase models. He is also interested in continuing the conversation about faculty workload.

Other items determined for this year's agenda include:

- Continued discussion about the "compensation philosophy" being developed by HR as a result of the consultants' report;
- Studying the issue of faculty retention, including demographics;
- Question raised by a colleague about the nature and scope of the University's relationship to the Methodist Church.

A report will also be sought from last year's subcommittee about food services.

We expect to meet approximately every two weeks. Our next meeting will be Tuesday September 18 from 4-6 in GCPA 1203.