

## **COS Faculty Meeting**

### **Minutes**

Nov. 15, 2019

12-1 pm (11:30am food available)

3301 Exploratory Hall, Fairfax Campus

WebEx Remote Access

In attendance: Barney Bishop (CHEM, COS President), Rebecca Jones (CHEM, Secretary), Andreas Zufle (GGS, Pres. Pro-Tem), Ben Dreyfus (PHYS), Cing-Dao (Steve) Kan (PHYS), Karen Akendof (ESP), Lee Solomon (Chem), Jonathon Dooley (Chem), Pat Gillevet, Tony Falseth (FRSC), David Walnut (Math), Pritha Roy (Chem), Jack Love (Math), Maria Emelianenko (Math), Alonso Aguirre (ESP), Tracey Mason (COS), Ruixan Yang (GGS), Alexandra Masterson (BIOL), Haw Chuan (HC) Lim (BIOL), Geraldine Grant (BIOL), Larry Rockwood (BIOL),  
Remote: Kylene Kehn-Hall (BIOL), Lillian Virgil (COS), Jason Kinser (CDS)

#### **1. Call to order at 12:02pm**

1.1. Dean Andalibi is unfortunately not able to attend

#### **2. Approval of minutes from April 23, 2019 (Appendix A)**

2.1. Unanimously approved at 12:03pm

#### **3. Announcements**

##### *3.1. Upcoming Events*

3.1.1. Einstein's Quantum Riddle Viewing and Discussion, hosted by Sigma Xi, December 4, 6:30-8pm, JC Cinema

3.1.2. Learning Assistant Research Presentations, Tuesday December 10, 1-3 pm, EXPL Atrium

3.1.3. COS Undergraduate Research Colloquium, Thursday April 23, 2020, CFA Lobby

3.1.4. Gem, Mineral and Fossil Show, November 23 (10am – 6pm) and 24 (10am – 4pm), Dewberry Hall

##### *3.2. Update on status of COS Dean search*

3.2.1. Germaine Lewis, chair of Dean's search committee

3.2.2. Committee will be meeting on 11/22 to select candidates, hope to start interviews soon, aiming for a transparent process

3.2.2.1. Questions regarding number of candidates, how many internal and external, no info available on size of applicant pool

##### *3.3. Updates from committees*

3.3.1. Nominations – No representative present

3.3.2. Curriculum – update will be given in February spring meeting

##### *3.4. Student Experience Redesign – Assad Kahn*

3.4.1. Source: VP level of Mason

3.4.2. Brand new life-cycle CRM (customer relationship management) using sales-force related to admissions, advising appointments, financial aid, housing, etc.

3.4.3. New Mason CARE network

- 3.4.3.1. Execute university wide coaching system for all new students
- 3.4.3.2. Ideally 1 coach/ 250 new students, base load for advisors
- 3.4.3.3. Coaches can be imbedded in the academic units
- 3.4.3.4. Major questions about funding and space still exist
- 3.4.4. Advising by faculty and undergraduate coordinators is still very important
- 3.4.5. What's the difference between a coach and an advisor? Is there a model they are following?
  - 3.4.5.1. They are working on this distinction. Assad is advocating for our role as academics.
- 3.4.6. Issue of academic preparation is still an issue in COS. Will this have any impact on this situation?
- 3.4.7. Communication about these changes needs to be better, faculty don't understand what is happening, no information beyond the town hall have been provided and this is frustrating
- 3.5. Promotion and Tenure committee - Alonso Aguirre
  - 3.5.1. Currently working on 6 cases for promotion (2 to associate, 4 to full)
  - 3.5.2. Assigned liaisons from the department to each case.
  - 3.5.3. Letters external to Mason are of paramount importance
  - 3.5.4. Will this committee be reviewing term faculty?
    - 3.5.4.1. No. These will be decided by department, chair, and Dean.
- 3.6. Faculty Senate – via email
  - 3.6.1. Focus on faculty role in presidential search
  - 3.6.2. Respond to email from Faculty senate if you have input on that search
- 3.7. Grievance - No Report
- 3.8. Executive Council
  - 3.8.1. No activity this semester, not surprising given there is an interim Dean.
  - 3.8.2. Faculty Study Leave review – last done in Spring 2019
    - 3.8.2.1. Managed by Dan Taggart
- 3.9. Term Faculty Task Force
  - 3.9.1. Larry was a member, but not anymore
  - 3.9.2. No COS member currently
  - 3.9.3. Pritha Roy volunteered, Julia Nord also willing
  - 3.9.4. Barney will reach out to
- 3.10. Grad and Undergraduate Council

#### **4. New Business**

- 4.1. Faculty work/teaching load policy (Last revision July 2016)
  - 4.1.1. <https://cos.gmu.edu/wp-content/uploads/2016/09/COS-Workload-Guidelines-July-2016.pdf>

There are two base teaching loads for full-time instructional faculty:

  - 1) 2 courses per semester (a 2:2 load) for Tenured and Tenure-track professors
  - 2) 4 courses per semester (a 4:4 load) for Term faculty

Contractual base teaching loads will not deviate from these norms.

(Note: In the rare cases of pre-existing 12-month instructional faculty positions, the workload is 2 courses per term (2:2:2)).

*“Reductions in base workload can be made for a limited number of reasons. If a reduction is granted, the reason for the reduction should be documented in departmental and COS personnel files for the faculty member and pre-approved by the appropriate supervising authority within the department's allocated resources. Reductions should be granted for a limited time, normally no more than one year, and in no case may workload reductions be continued indefinitely.”*

- 4.1.2. Does this policy need revising?
  - 4.1.2.1. Yes – needs to be much more flexible
  - 4.1.2.2. Complicated issue
  - 4.1.2.3. Policy developed under Kevin, very strict
- 4.1.3. Should new tenure-track faculty be asked to teach this much?
  - 4.1.3.1. Probably not
  - 4.1.3.2. Need more relief
- 4.1.4. Pat: Dean is talking about revising this policy
  - 4.1.4.1. putting together guidelines that empower chairs
  - 4.1.4.2. College should be coming up with term faculty to cover the classes
- 4.1.5. Alonso: Up to chair to change load, policy is not being following
- 4.1.6. Joel: Need a comprehensive policy regarding faculty who want to be full-time researchers
- 4.1.7. Tenured faculty not being productive should have higher teaching loads – Dean Agouris’s previous policy
- 4.2. New Website Project – Tracey Mason
  - 4.2.1. Creating a central online directory for COS that will be more searchable
    - 4.2.1.1. Please submit your info to Tracey
  - 4.2.2. Website is going live on December 4; this is the “start”
    - 4.2.2.1. An evolving marketing tool for COS
    - 4.2.2.2. Landing pages for each department
    - 4.2.2.3. Don’t have the pages for the Centers yet

## **5. Meeting adjourned on 1pm**