



Faculty Senate 2024–2025

MINUTES: December 11, 2024

Location: Whirlpool Room, Chan Shun Hall

Time: 6:00-8:00 pm

A. Bosman, Chair; S. Elkins-Bates, Acting
Secretary

Present [15]: M. Bacchiocchi, S. Badenas, A. Bosman, J. Cadet, K. Cave, S. Elkins-Bates, E. Gallos, B. Gibson, D. Gonzalez-Socoloske, S. Hatfield, K. Koudele, B. Maguad, Z. Plantak, K. Reiner, K. Thompson

Regrets [15]: G. Chi, R. Choi, B. Davis, R. Gatón, P. Gregor, L. Hamilton, B. Henry-Saturné, N. Isaac-Dennis, J. Johnson, J. Kidder, J. Lim, M. Moreno, L. Sabas, B. Sanou, B. Sheppard
Staff Senate Representative: M. Umana

Guests [3]: A. Coria-Navia, M. Kordas, S. Trecartin

Votes and Actions taken (numbers [n] represent items on original agenda)

[2] Minutes of Prior Faculty Senate Meeting (J. Lim)

MOTION: VOTE passed [unanimous]. To approve the minutes as presented.

[4] Council Reports (B. Gibson)

Council Reports were received as follows.

- Faculty Policy Development Council. (November 7, 2024): Update to the School of Rehabilitation Sciences language in Working Policy Appendix 2-D, discussion of the Senate request on major committee leadership workload, workload survey to be developed.

VOTE to accept the council reports passed (unanimous).

Senate Discussion & Announcements

[1] Founded in Faith (S. Badenas). Worship thought and prayer.

[3] Forward in Mission (S. Trecartin).

S. Trecartin presented an overview of the Social Work Department's MSW program. The undergraduate program, established in the 1970s, stands as one of the oldest in the state

and within Adventist education. The MSW program launched its first cohort of 45 students in 1995 and achieved accreditation in 1997. Notably, Michigan holds the distinction of having the highest concentration of MSW programs in the United States.

The program has successfully established dual degree partnerships with MDIV, MBA, and Leadership programs. While COVID-19 initially led to decreased enrollment, it prompted a strategic transition to online offerings. This adaptation has yielded positive results, with enrollment showing consistent growth from 49 students in 2021 to 62 in 2022, and reaching 89 students in 2023. Further growth is anticipated for the upcoming spring semester and beyond.

Andrews University's strong reputation, particularly within the Adventist community, has been instrumental in program recruitment. The Trauma Education program and Trauma Center serve as significant assets. The program has identified key target demographics, including pastors and teachers seeking second degrees. There exists a potential opportunity to expand marketing efforts to military personnel and military spouses. Currently, recruitment primarily relies on graduate referrals and limited advertising, with one paid advertisement through Lake Union last year.

The BSW program faces ongoing recruitment challenges, as students typically develop interest in social work later in their academic careers. Faculty staffing presents another significant concern, with one faculty member having departed and another planning to leave after the current academic year. This is particularly pressing as accreditation requires maintaining nine faculty positions. The online program offerings have necessitated a high number of adjunct faculty, with 50% of the program delivered synchronously.

The department maintains an extensive network for internship placements. While local placements face occasional challenges related to student transportation, the department has developed effective solutions. Out-of-state placements are coordinated by T. Smith, with students sharing responsibility in securing their internship opportunities. The system has proven successful in placing all students in appropriate internship settings.

Discussion: The meeting included discussion of faculty workload calculations for online and in-person instruction, as well as detailed examination of internship placement processes and management strategies. The department emphasized its commitment to maintaining strong communication and leadership skills among faculty, noting that public presentations to both community and church audiences have created positive recruiting opportunities.

[5] ETLAC Announcements. (A. Coria-Navia).

Planning for Spring; Discipleship coaching certificate (Start Jan 22, Wednesdays 12:30). Calls for proposals AUTLC, HEAS (May 29), Faculty and Staff Institute. Reminders about Formative Dialogues and Mentoring for faculty; requirement for advancement. Asynchronous modulus in Faith engagement and Engaged teaching (certificates). Call for teaching and learning grants; \$1,000 for faculty, stackable. Research Writing Retreat - asking for suggestions for spring. 4 days includes all meals, presentations, and space/time for writing. Great reviews from previous participants. ETLAC priorities: develop framework to incorporate university values, identify baselines on measuring instruments, develop curriculum maps. Develop employee professional growth, framework for a variety of paths, professional learning and performance models. Asked for ideas that encourage faculty community and development.

[6] Adjunct Faculty Process. (S. Badenas). Report on a recent meeting that included: Darcy DeLeon, Kelly Youngberg, Debbie Andvik, and Shari Smoot.

A meeting was held to discuss the current challenges in processing adjunct faculty contracts. The HR department is currently managing 2,000 contracts with only 1.5 full-time equivalent staff members. The process requires six sequential approval steps, moving from Department Chair to Professor, Dean, CAO, HR, and finally Payroll. This multi-step process has been identified as a significant factor in payment delays for adjunct faculty.

Several factors contributing to delayed payments were discussed, including the timing of the add/drop date which prevents payment processing before the third week of classes, and delays in receiving required documentation from adjuncts such as transcripts, I-9 forms, and CVs. During the meeting, CAS shared their Contract Request Form, which is provided to all chairs and will be shared as an example with other AU schools.

A significant concern was raised regarding compensation for adjuncts who prepare and teach for the first two weeks before class cancellation. While this issue was not resolved during the meeting, S. Badenas will present this concern to HR for further discussion. A concerning example was shared of an adjunct faculty member who experienced significant payment delays.

To address these challenges, the group proposed implementing DocuSign to expedite the processing of contracts. Additionally, it was suggested that clear communication regarding payment agreements and timelines should be established to ensure adjuncts understand when and under what conditions they will receive payment. This would help set clear expectations and improve transparency in the payment process.

[7] Academic Master Plan. (A. Bosman). The AU Strategic Plan outlines a three-year vision encompassing seven master plans covering academics, spirituality, student life, finances,

facilities, development, and enrollment. The academic plan features three main storylines: expanding access to education through new pathways and programs, strengthening community culture and belonging, and increasing institutional resilience through diversified revenue streams and technological improvements. The Academic Master Plan specifically focuses on introducing new programs, curriculum development, revising ACE requirements, and updating classroom technology. However, the plan has faced criticism from stakeholders who point out apparent contradictions with current campus realities, particularly regarding mental health and recent program cuts. There are concerns about increased workload for faculty and staff without corresponding compensation, though there's mention of a possible 4.5% increase for some employees in next year's budget. Critics also express skepticism about the plan's ability to create meaningful change, suggesting it may be more focused on meeting metrics than addressing real campus issues. The implementation will include departmental KPIs for accountability and visible reporting.

[8] Faculty Senate Chair Updates. (A. Bosman). The Faith Development COmmittee needs a new faculty senate representative. Will shelve until January.

[9] Phi Kappa Phi. (M. Kordas). The AU chapter of Phi Kappa Phi, an interdisciplinary honor society, holds annual inductions to recognize academic excellence across all fields of study. The society offers benefits including scholarships, professor-student partnerships, and various organizational discounts. Current challenges include competing with department-specific honors programs and gaining greater campus visibility. Marianne has asked the Senate for suggestions on both new director candidates and ways to increase campus awareness. Most of the chapter's activities are concentrated in March during induction season.