

**Meeting of the Villanova University  
Faculty Rights and Responsibilities Committee**

Friday, April 26, 2019, 3:00-4:30, Driscoll 223

Minutes

Present: Aronté Bennett, Alice Dailey (Chair), Melissa Hodges, Erasmus Kersting, James Peyton-Jones, Jennifer Ross, Mark Wilson, Craig Wheeland (ex-officio)

Not in Attendance: Samantha Chapman (NIA), Angela DiBenedetto (NIA), Sohail Chaudhry (NIA), Calvin Li, Margaret Lyons (NIA), Michelle Pistone

The meeting was called to order at 3:00. The committee conducted the following business:

I. Summer Abroad Compensation Policy

The committee discussed the most recent draft of the proposed Study Abroad Compensation Policy, which we received from OEA. Liz Campanella, Director of OEA, was present to answer questions and take suggestions for further changes. The committee made the following recommendations:

1. In response to a committee member's question about why Lead and Assistant Program Coordinators are paid at different rates despite the fact that both job descriptions note 24/7 availability for student emergencies, we discussed how responsibilities are divided between these two roles to ensure fair compensation. The outcome of this discussion is a series of changes to the proposal that outline three potential Program Coordinator roles: Lead, Assistant, and Co-Coordinator. In the case of programs that have a Lead and an Assistant, the Lead receives higher compensation for assuming greater responsibility, with the Assistant in a secondary or supporting role. In the case of Co-Coordination who share responsibility equally, compensation for Program Coordination is equal.
2. In response to a committee member's question about why per diems are not paid for one-week course-embedded programs, we discussed how those programs often differ from longer ones in that meals are taken together as a group or built into the cost of the program. The committee concurred that a reimbursement policy is more suitable than a per diem for these programs.
3. The committee discussed edits to the policy since its last draft, especially the four-year grandfathering period and the inclusion of staff as potential program assistants. No substantive concerns were raised about these edits.
4. The chair raised concerns, shared by some committee members via email, that the policy does not apply to all academic units, since not all units run their study-abroad programs through OEA. We also expressed concern about the awkwardness of our committee making salary policy that ultimately must be acceptable to the Provost's office, the Deans, and OEA. Given these concerns, the committee decided to conduct a recommendation vote on the final policy, once OEA incorporates the few changes that

were suggested. While not wishing to conduct a binding vote, the committee has played an important consultative role in the evolution of the policy over the course of this academic year, and we wish for our recommendation for or against to be carried forward into any further deliberations of the policy between administration and OEA. The committee expressed appreciation that the Provost's office has given faculty governance an opportunity to help shape this policy. The committee will review the final draft of the policy and conduct a vote via email.

## II. Discussion of CNT Voting Rights

The committee continued discussion of CNT faculty voting in elections for department chairs. We agreed that any changes to the policy should be framed by a statement from the committee that explains what factors have driven decision-making around this issue, now and in the past. Without such a statement, current misunderstandings among Villanova faculty about what factors inform voting rights will persist. The chair will draft a document to this end and circulate it in advance of our May 8 meeting, along with the document produced by this committee (then called the Committee on Faculty) in 2013, the last time the issue was under debate.

The meeting adjourned at 4:30.