

## **Faculty Senate Executive Committee Actions** **Wednesday, September 12, 2018**

**Chair's Report.** After introductions, Faculty Senate Chair Jennifer Pinto-Martin welcomed the members of the Senate Executive Committee (SEC) and offered a brief review of the Senate and its structure. She indicated that the responsibility of SEC is to be the central mechanism for input and feedback between faculty and Penn leaders. She encouraged SEC members to serve as conduits for communication between the Standing Faculty and the Senate leadership. A full roster of SEC members is available on the Senate's website:  
[http://www.upenn.edu/faculty\\_senate/sec\\_members.html](http://www.upenn.edu/faculty_senate/sec_members.html).

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported that the Campaign for Community (C4C) is now accepting applications as it begins its fourth year. C4C provides funding for organizations that hold campus-based events aligned with C4C's goals of promoting understanding of and respect for multiple points of view on important topics related to the University community, encouraging dialogue and discussion among members of the community about issues with the potential for difference and disagreement, and creating opportunities for all members of the University's community to participate in conversations about important topics. Applications are sought on a rolling basis from faculty, students, and staff for both novel programming and events already in the planning process via the C4C website:  
<https://provost.upenn.edu/initiatives/campaign/grants>.

**Announcements.** Development and Alumni Relations (DAR) asks all faculty to complete an online survey that will help DAR better understand faculty willingness to participate in alumni programming. The survey closes September 25 and takes less than 5 minutes. Faculty are invited to complete the survey at:  
[https://upenn.col.qualtrics.com/jfe/form/SV\\_dpAU21h0d6PgD7T](https://upenn.col.qualtrics.com/jfe/form/SV_dpAU21h0d6PgD7T). Also, on October 15, Penn will host the "Philadelphia Symposium on Research Credibility and Excellence." The event is open to all researchers in the greater Philadelphia region. More information can be found at the event's website: <http://symposia.research.upenn.edu>.

**Sexual Misconduct Policies and Procedures.** Senior Vice President for Institutional Affairs and Chief Diversity Officer Joann Mitchell and Senior Vice President and General Counsel Wendy White shared a draft overview of proposed sexual misconduct policy and protocols with SEC members. The proposed policy revision consolidates all forms of sexual misconduct (e.g., sexual harassment, sexual violence, relationship violence, and stalking) under one umbrella policy, creates a new Assistant or Associate Vice President and Title IX Officer position to serve as a single point of contact for all complaints of sexual misconduct made against enrolled students, faculty, and staff, and maintains all existing Confidential Resources. The policy revision is subject to further refinement based upon proposed regulations from the U.S. Department of Education, which are still in draft stage. Penn's draft policy will be made available for public comment prior to its finalization.

**Discussion of Draft Committee Charges.** The specific charges of the Faculty Senate committees were reviewed and approved. Discussion topics for future SEC meetings were proposed.

**Faculty Senate Executive Committee Actions**  
**Wednesday, October 10, 2018**

**2018 Senate Nominating Committee.** Pursuant to the Faculty Senate Rules, the members of SEC were requested to submit the name of a member of the Standing Faculty to appear on the Nominating Committee ballot.

**Update from the Office of the Provost.** Provost Pritchett offered an update on a number of topics. The Provost's Office and the Online Learning Initiative are co-hosting a summit on campus in October 12, 2018 with the University of the Future Network to discuss how globalization, online learning, and other changes are transforming the university of the future. The Take Your Professor to Lunch program continues during 2018-19, and a notice will be sent to students in the coming weeks. Benoit Dubé is focusing his initial efforts as Chief Wellness Officer on student wellness initiatives; Provost Pritchett thanked the Faculty Senate for its role in recommending the establishment of the Chief Wellness Officer position. The Penn First Plus program has been created to support first-generation and high need students; two faculty co-directors, Camille Charles and Robert Ghris, have been appointed to lead the effort. Several faculty development initiatives are in place to try to further the development of faculty at all levels, including the Penn Faculty Fellows program and other efforts to support both junior faculty who are working toward promotion and tenure and faculty who are in management or leadership roles. The Office of the Vice Provost for Faculty helped host the conference “Changing the National Conversation: Inclusion and Equity” held in September, which included participation by Presidents and Provosts from more than 100 universities; a report will be issued later this year. A conversation between the Provost and SEC members ensued.

**Human Capital Management Project Update.** Vice Provost for Faculty Anita Allen and Associate Provost for Finance and Planning Mark Dingfield described progress on replacing Penn’s existing payroll and faculty management systems with new cloud-based products Workday and Interfolio, respectively. The cloud-based products will replace current mainframe systems, thus making them more secure. Almost every constituency in the university will be impacted, including anyone receiving pay or benefits from Penn. The new products will also reduce inefficiencies and streamline processes for faculty hiring, recruitment, promotion, tenure, sabbatical-tracking, and more. The systems will launch on July 1, 2019, and a period of disruption during summer 2019 is expected as users acclimatize to them. It is expected that both products will be adopted widely across the University. Hands-on training will begin in April and will include classroom-based training sessions and online training modules. On demand training will be available (e.g., for faculty search committees).

**Moderated Discussion.** SEC members identified specific topics to address in an in-depth manner during the year. Several topics were identified, of which two will be selected at the next meeting.

## **Faculty Senate Executive Committee Actions** **Wednesday, October 31, 2018**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported that the Senate is in early planning stages for a Mini Teach-In during Spring 2019 that will follow on the successful Knowledge Teach-In held in March 2018. The Mini Teach-In will comprise one session at a public, off-campus location, in which members of the Philadelphia community will be encouraged to engage with Penn faculty, students, and staff. Faculty interested in helping to plan this event are encouraged to contact the Senate office.

**Past Chair's Report.** Past Chair Santosh Venkatesh reported on the work of the Capital Council. Professor Venkatesh will deliver a more in-depth report on Penn's annual budget planning effort at a future SEC meeting.

**2018 Senate Nominating Committee.** SEC members voted to adopt a membership slate for the 2018 Senate Nominating Committee. The slate will be published in a future issue of *Almanac* for comment by Standing Faculty members.

**Moderated Discussion.** Two topics were identified for focused attention by the SEC throughout the remainder of the year. On the first topic of improving Penn's academic diversity pipeline, SEC members agreed to assemble a set of best practices that can be shared with Penn schools and departments, and to consider ways these practices could be implemented and tested at Penn. On the second topic of improving Penn's faculty climate, SEC members discussed factors that may lead faculty to feel undervalued in their work at Penn. They also discussed initiatives at peer institutions that could serve as models for data collection on climate-related factors.

**Wellness at Penn.** Vice President for Public Safety Maureen Rush and Chief Wellness Officer Benoit Dubé provided a number of updates on wellness and security at Penn. (1) The Department of Public Safety has been working closely with Jewish centers and groups on campus, as well as other places of worship at Penn, to ensure security in the aftermath of the synagogue shooting in Pittsburgh on October 27. (2) Penn community members are encouraged to contact Public Safety (by calling 511 or 911) to report any suspicious activity they observe. (3) Public Safety runs a federal liaison vetting program for any persons from federal or state investigatory agencies wishing to speak with faculty members in an official capacity. (4) A pilot program of the Medical Emergency Response Team known as the Alternative Response Unit was launched this fall; the program is staffed by Penn paramedical staff who provide on-site medical assistance between 5:00pm and 3:00am, Wednesdays through Sundays. To encourage students to call in emergency situations, no bill is sent to students or their families. The university's Office of Alcohol and Other Drugs follows up with students who are treated for alcohol- or drug-related poisoning and offers to connect the student with counseling. (5) To increase access to mental health services by students in crisis, students may now reach a licensed counselor 24 hours per day, 7 days per week, at Counseling and Psychological Services (CAPS) by phoning 898-HELP and pressing 1. If a student calls when CAPS is closed, the counselor will work with the student to address the situation and, if needed, will transfer the student to the care of a CAPS counselor when CAPS reopens. (6) A platform for students – the Student Wellness Advisory Group (SWAG) – will be created to supplement existing student committees and resource groups. SWAG will be comprised of 10-15 student ambassadors from representative groups including, but not limited to, the LGBT Center, the United Minorities Coalition, and the Women's Center. Similar groups of faculty and staff will also be convened, although planning for these groups is still in the early stages. (7) A "big idea" contest will be launched in January to crowdsource novel wellness initiatives at Penn.

**Faculty Senate Executive Committee Actions**  
**Wednesday, November 28, 2018**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported that a "Your Big Wellness Idea" contest will be launched in spring 2019. All interested faculty are encouraged to help with the planning and the judging efforts. Dr. Pinto-Martin also reported that a mini Teach-In is still in the planning stages to be held in early April. More details to follow in January.

**Past Chair's Report.** Past Chair Santosh Venkatesh described a "tuition block" for undergraduate tuition that was initiated in the current Fiscal Year 2019 (FY19). The block provides a flat rate of tuition remission to schools that is not tied directly to the number of courses taught or students being taught, in order to encourage positive educational outcomes for Penn as a whole by creating collaboration and efficiency across schools that serve undergraduate students. A base tuition level was established for FY19, will grow each year based on a pre-determined parameter, and will be recalibrated every four years. The block involves the four undergraduate Schools (Nursing, SAS, SEAS, Wharton) plus two Schools that administer undergraduate majors (Annenberg and Design). The remaining Schools will not be part of the block because they do not offer undergraduate degrees.

**Update from the Office of the President.** President Amy Gutmann shared a progress report on the Penn Compact 2022 across three focus areas: Inclusion, Innovation, and Impact.

**Update from the Office of the Executive Vice President.** Executive Vice President Craig Carnaroli was joined by Vice President for Facilities Anne Papageorge, University Architect Mark Kocent, and Vice President for Budget and Management Analysis Trevor Lewis. Ms. Papageorge and Mr. Kocent briefed the committee on sustainability efforts being undertaken by Penn in the following areas: academics, utilities and operations, physical environment, waste minimization and recycling, purchasing practices, transportation, and outreach and engagement. Mr. Lewis provided a background briefing on Responsibility Center Management (RCM) at Penn. RCM is the managerial framework for Penn's internal budgeting and financial reporting on Schools and Centers. The basis for external financial statements used by ratings agencies, resource providers, and others is University-level Generally Accepted Accounting Principles. RCM was implemented at Penn in the 1970s as a way to control expenses and has since evolved to encourage revenue growth. Under RCM, the majority of direct revenue and expense is at the School and Center level, as are the alignment of authority and accountability. A key principle of RCM is transparency regarding sources and uses of institutional resources. RCM promotes the broadest possible stewardship of financial resources and encourages and rewards innovation and efficiency by Schools and Centers. Mr. Lewis described RCM funding dynamics between Schools and Centers and the University's Administrative Centers (including the President's and Provost's offices, Human Resources, and others).

**Faculty Senate Executive Committee Actions**  
**Wednesday, January 23, 2019**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported that a "Your Big Wellness Idea" contest will be launched later in the spring 2019 semester. Faculty are encouraged to help with the planning and the judging efforts by contacting the Senate Office. When the contest launches, anyone may submit a "Big Wellness Idea" for consideration by a review committee. Entries will be ranked by a judging panel and at least one idea will be funded for roll-out during the next academic year. Dr. Pinto-Martin also reported that a mini Penn Teach-In event will be held at the Free Library of Philadelphia's Parkway Central Library branch on Wednesday, April 10, from 6:00-8:00pm. Faculty and students are encouraged to attend.

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported on the renovation of the Penn Museum.

**Sexual Misconduct Policies and Procedures.** Senior Vice President for Institutional Affairs and Chief Diversity Officer Joann Mitchell and Senior Vice President and General Counsel Wendy White reviewed the status of the Sexual Misconduct Policy, which is open for comments through February 22. Ms. Mitchell and Ms. White will review all comments to determine whether and how the policy draft should be amended. The new policy consolidates six individual policies into one and prescribes a set of procedures to be followed if a member of the Penn community seeks to file a complaint that falls under the new policy. A new office, led by an "Associate Vice President for Equity and Title IX Officer" ("AVP") will oversee the implementation of these policies and will also serve as Penn's Title IX coordinator, a responsibility that is currently managed by the Office of Affirmative Action. The AVP will serve as a central point of contact who will direct complainants to the appropriate resources on campus. A search to identify the first AVP will begin soon. Penn is participating via the Association of American Universities and the American Council on Education in commenting on new proposed regulations from the U.S. Department of Education on how institutions of higher education will be required to handle cases of sexual misconduct.

**Conflict of Interest Guidance.** Ms. White shared a brief document that articulates four principles to clarify Penn's existing conflict of interest policies related to individuals' investments in Penn technology (such as Penn start-up companies) and their corresponding fiduciary obligations. The document will soon be published in *Almanac*.

**Moderated Discussion.** SEC members discussed ongoing efforts by the Senate Committee on Faculty and the Academic Mission (SCOF) to review the composition and teaching contributions of Standing Faculty, Academic Support Staff, and Associated Faculty. A goal of these efforts is to identify best practices for promoting representation of Academic Support Staff and Associated Faculty within departments, schools, and the University.

## **Faculty Senate Executive Committee Actions** **Wednesday, February 13, 2019**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported on a number of matters. The Office of the Vice Provost for Education welcomes comments from faculty on the 2021-2022 academic calendar through March 11, 2019. The Penn Forum for Women Faculty will host former Penn President Judith Rodin for its annual Phoebe Leboy Lecture on April 10, 3:00pm at the School of Dental Medicine. The Vice Provost for Research has announced two new funding opportunities, the "Discovering the Future Grant" and the "Accelerating from Lab to Market Grant;" application materials for both can be found at <https://upennresearch.smapply.io/>. The "Your Big Idea" wellness contest has received more than 250 submissions since its February 4 launch; submissions from anyone with a Penn email address can be made through March 1 at <https://bigidea.pennmedicine.org/wellness>. This year's Teach-In session will be titled "What We Know about Race – For Sure" and will be held at the Free Library of Philadelphia's Parkway Central Library branch on April 10 from 6:00-8:00pm. Faculty and students are encouraged to attend.

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported on the Human Capital Management project and the corresponding launch of Workday@Penn on July 1, 2019.

**Update from the Office of the Provost.** Provost Wendell Pritchett reminded faculty members to express appreciation for their departmental business managers, who are working diligently to implement Workday@Penn in July. Any negative impacts on faculty through the transition period are likely to be minimal, and the new system is expected to have significant long-term benefits for the University and its workforce.

Provost Pritchett discussed faculty leadership development. Following an invited visit to a conference sponsored by the Mellon Foundation on development of humanities faculty into leadership roles, Penn received a \$100,000, three-year grant from the Foundation to enhance its work in this area. The goals of the grant are to develop leaders from diverse backgrounds and develop leadership pipelines. The Provost noted that the Mellon Foundation recognizes the value of leadership development for higher education broadly across college campuses nationwide. Every faculty member is a leader in some capacity, and the development of faculty who understand the challenges and importance of leadership roles on campus is a service to the institution whether or not the faculty member achieves a formal leadership role. The Mellon Foundation perceives there is a shortfall of leaders in the humanities, possibly because humanities faculty tend to have fewer leadership opportunities given that their scholarship is generally less collaborative than faculty in the sciences.

Faculty leadership development opportunities are continuing to increase at Penn. The Provost's Leadership Academy is aimed at helping emerging faculty leaders understand leadership roles and responsibilities by exposing them to current campus leaders through workshops and networking events. Its most recent session focused on time management and faculty diversity issues. The Provost described the Penn Faculty Pathways Program, which is an ongoing development opportunity for assistant professors.

The initial program was NIH-funded and targeted biomedical scientists, but Penn has seen success in the program and has expanded it to assistant professors whose work is in STEM disciplines. The support from the Mellon Foundation will help expand the Pathways program to the humanities faculty.

**2019 Senate Committee on Committees.** The roster for the 2019 Senate Committee on Committees was discussed and additional new members were identified.

**Moderated Discussion.** SEC members continued their discussion on the composition and teaching contributions of Standing Faculty, Academic Support Staff, and Associated Faculty. The discussion then turned to the possibility of organizing a sustainable, recurring, annual Teach-In event modeled after the two prior Faculty Senate Teach-Ins. It was proposed that this could take the form of a multisession, one-day event focusing on a single overarching topic (e.g., environment and sustainability) that changes year-to-year. SEC members suggested that the Teach-Ins could be held on campus but should aim to encourage involvement by local community members in selecting the topic and participating in the event. Sessions should be thoughtfully delivered so as to be directly relevant to participants' lives. Enough lead time should be provided to allow faculty to incorporate the Teach-In and its theme into their courses.

## **Faculty Senate Executive Committee Actions Wednesday, March 20, 2019**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported on a number of matters. (1) The Faculty Senate will convene a Teach-In session on April 10 from 6:00-8:00pm called "What We Know about Race – For Sure." The session will be held at the Central Parkway Library's Skyline Room with participation from Penn faculty members John Jackson, Jr., Dorothy Roberts, and Sarah Tishkoff. The session will be moderated by WHY? Tracey Matisak. The event is open to the public and faculty and students are encouraged to attend. (2) The "Your Big Idea" Wellness contest received more than 450 submissions; 14 semifinalists will "pitch" their ideas before a judging panel on April 25 at 4:30pm in Houston Hall's Bodek Lounge. The audience will have a chance to cast "live" votes during the session. (3) The Penn Slavery Project's symposium will be held on April 3-4 at Van Pelt Library; participation is open to the public. (4) Proposals are now being welcomed for the Provost's Excellence through Diversity Fund; the submission deadline is April 12.

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported on the work of the Capital Council, the Provost's Academic Planning and Budget Committee, and the Campaign for Community.

**Update from the Office of the Vice Provost for Research.** Vice Provost for Research Dawn Bonnell described initiatives from her office that take a "strategic approach to navigating the research landscape." (1) The Postdoctoral Fellowships for Academic Diversity will be renamed the "Provost's Postdoctoral Fellows"; the program's goal to increase the pool of underrepresented groups in academia will remain unchanged. (2) Vice Provost Bonnell described a number of activities designed to promote networking and professional development for researchers at Penn, including the Penn Research Excellence Initiative to support credible, rigorous research initiatives and to "provide researchers with the context with which to influence external stakeholders to support research excellence." A regional symposium was recently convened on this topic out of which a multi-use video training archive will soon become available to researchers. Electronic Research Notebooks are now freely available to researchers at Penn. The notebooks provide a cloud-based platform for storage, organization, and sharing of research materials within labs and in research courses. (3) An Impact Report on the University Research Foundation for the period 2010-2017 is now available. (4) Two new research funding opportunities are now available and accepting proposals. The "Discovering the Future" research grant program is designed to support "high-risk discovery-based research" in which research initiatives could have transformative impacts. The "Accelerating from Lab to Market" program serves to support "translational research with commercialization potential." Kim Craig, Research Compliance Officer, described a proposed Policy on Controlled Substances for Research Purposes; SEC members voiced no objections to the proposed policy draft.

**Moderated Discussion.** SEC members discussed several matters, including principles of academic freedom in research at Penn, continuing efforts by a Faculty Senate standing committee to understand the roles and perspectives of Academic Support Staff within departments, and undergraduate admissions practices at Penn.

**Faculty Senate Executive Committee Actions**  
**Wednesday, April 17, 2019**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported the Wellness Big Idea Pitch Event, which will be held at Houston Hall's Bodek Lounge on Thursday, April 25, 4:30-6:00pm. Fourteen semifinalists will be given three minutes each to pitch their ideas. The audience will use an app to vote live during the session. The judging panel will announce the finalist(s) at the end of the event. More information can be found at <https://bigidea.pennmedicine.org/wellness>.

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported on the work of the Provost's Academic Planning and Budget Committee.

**Update from the Office of the President.** President Amy Gutmann discussed a recent panel discussion she moderated at a gathering of the Association of American Universities on ethics in college admissions practices. Dr. Gutmann described her fundraising priorities as part of the Power of Penn campaign, services to be offered to first generation and low income students by the newly established Office of Penn First Plus Students, and the forthcoming launch of the Paideia, a five-year pilot program underwritten by the Stavros Niarchos Foundation that will foster programming in civil discourse, civic engagement, and leadership for undergraduate students.

**Moderated Discussion.** Following a number of revisions to its wording, SEC members voted to endorse a statement on gender-neutral campus bathrooms. The statement will be forwarded to University leadership together with a note of endorsement from the Senate Executive Committee that encourages the University to adopt the statement as policy.

SEC members also discussed a proposal to develop and maintain an "Engaging Ideas Program" within the Senate in order to develop programs or promote existing programming in an annually identified theme area (e.g., climate change and sustainability). The purpose of the Program would be to improve the flow of information about vital issues between the university and the extra-academic sector and to create opportunities and favorable conditions for university-based contributions to the greater community.

**Faculty Senate Executive Committee Actions**  
**Wednesday, May 15, 2019**

**Chair's Report.** Faculty Senate Chair Jennifer Pinto-Martin reported that SEC constituents with expiring terms will hold elections pursuant to the Senate Rules during early June.

**Past Chair's Report.** Faculty Senate Past Chair Santosh Venkatesh reported on the work of the Provost's Academic Planning and Budget Committee and on the Capital Council.

**Issues Requiring a Vote.** SEC members ratified the slate of four faculty representatives on the 2019-2020 University Council Steering Committee.

**Senate Committee Reports.** SEC heard and briefly discussed annual reports given by the chairs of Senate Committees. Senate committee reports can be found in the [May 14, 2019, issue of \*Almanac\*](#).

**Faculty Handbook Amendment: Parental Leave Policy.** SEC members discussed proposed revisions to the Parental Leave Policy forwarded for consideration by the Vice Provost for Faculty. A list of questions and concerns regarding practical implementation of the revised policy parameters were developed and will be forwarded to the Vice Provost.

**Discussion and recommendations for SEC's 2019-2020 agenda.** Faculty Senate Chair-Elect Steve Kimbrough invited Standing Faculty members to [write the Senate Office](#) over the summer months to recommend issues that SEC should consider during the upcoming academic year.

**Passing the Torch.** Dr. Pinto-Martin recognized Dr. Venkatesh for his three years of service as a Tri-Chair to the Faculty Senate. She also recognized the service of the chairs of the Senate's Standing Committees: Robert Ghrist, Carmen Guerra, Lea Ann Matura, Dominic Sisti, and Herbert Smith. Dr. Pinto-Martin yielded the floor to Dr. Steven Kimbrough, and SEC members welcomed him as Chair of the Faculty Senate for the 2019-20 year. Dr. Kimbrough introduced Dr. Kathleen Hall Jamieson, who began her term as 2019-20 Chair-Elect of the Senate.