

April 18, 2008

TO: Provost's Council

FROM: Judith M. Bowman
Assistant Vice President for Undergraduate Studies

SUBJ: Provost's Council Agenda for Tuesday, April 22

The Provost's Council will meet on Tuesday, April 22 from 8:30-10:00 a.m. in the Board Room in Koch Hall. The following agenda items will be discussed.

1. Approval of the April 8 minutes (see attachment, p. 1-4)
2. Proposed Changes to the Policy on Intellectual Property (formerly the Policy on Patents and Copyrights) (see attachment, p. 5-10)

Zohir Handy, Elizabeth Esinhart, Mounir Laroussi, and Steven Zeil, members of the committee that recommended the changes

3. Faculty Senate Issue 2007/8-14, Intellectual Diversity and Classroom Freedom (see attachment, p. 11-13)
4. Revisions to Faculty Leave Policies (see attachments, p. 14-28) – 9:15 a.m.

Glenda Humphreys

5. Emergency Preparedness

PROVOST'S COUNCIL
April 22, 2008
Minutes

The Provost's Council met on Tuesday, April 22, 2008 from 8:30-10:15 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Nancy Bagranoff, Andrew Balas, Oktay Baysal, Paul Champagne, Nancy Cooley, Chandra de Silva, Bill Drewry, Bill Graves, Phil Langlais, Ginny O'Herron, Chris Platsoucas, and Charles Wilson. The following agenda items were discussed.

1. The April 8 minutes were approved.
2. Proposed Changes to the Policy on Intellectual Property (formerly the Policy on Patents and Copyrights)

Zohir Handy, Elizabeth Esinhart, Mounir Larouss, and Steve Zeil, members of the Patents and Copyrights Committee, met with Council members to discuss proposed policy changes related to patents, copyrights and intellectual property. The proposal combines the current Policy on Patents and Copyrights and the Policy on Technology-based Instruction into one policy on intellectual property. The new policy has been overhauled to address the following: deal with confusion surrounding "Technology Based Materials," encourage IP creation, encourage IP licensing and marketing, address the economic impact relevance of ODU, and protect the rights of sponsors including ODU, the Commonwealth, agencies and industries. The major modifications are intended to

- Eliminate references to "Technology Based Materials" that have been a source of confusion
- Ensure that faculty continue to create and benefit from scholarly works such as books, articles, plays, musical works, etc.
- Ensure that materials and intellectual property created with ODU resources benefit ODU and are not utilized for commercial benefit of other entities
- Ensure that faculty can continue to utilize for their personal, noncommercial use any works such as notes, papers, course outlines, etc., created by them even after they leave ODU.

The proposed new policy will be reviewed by the Faculty Senate in the fall.

3. Faculty Senate Issue 2007/8-14, Intellectual Diversity and Classroom Freedom

Council members discussed and endorsed the resolution from the Faculty Senate on intellectual diversity and classroom freedom. The resolution supports intellectual freedom and opposes any administrative or legislative

attempts to place restrictions on it. The Council's recommendation will be forwarded to President Runte.

4. Revisions to Faculty Leave Policies

Glenda Humphreys provided Council members with an overview of the revisions proposed to faculty leave policies. The proposed revisions to the existing annual leave policy are required to define the twelve-month teaching and research faculty eligible to accrue and use annual leave, to revise the leave year to fit the contract cycle, and to revise the leave increments to align with web time entry. Recommendations from the State Auditor were also included to stress accountability for reporting leave. Civil and military leave were deleted from the existing policy and rewritten as individual leave policies.

The proposed revisions to the sick leave policy incorporate recommendations from the State Auditor to establish more control and minimize the potential for abuse by reducing the number of days of sick leave that may be taken before sick leave verification is required.

In addition to new individual policies on Civil and Administrative Leave and Military Leave, four additional leave policies for applicable faculty are proposed: Bone Marrow and Organ Donor Leave, Emergency/Disaster Leave, Recognition Leave, and School Assistance and Volunteer Service Leave. These new leave policies expand the application of State policy for classified employees to applicable faculty members.

Council members suggested revisions to the policy on Civil and Administrative Leave. They asked if the web time entry procedures could be modified so that faculty who do not take leave in a given pay period do not have to report that no leave was taken, and they expressed concern that faculty and classified employees may not get paid if leave is not reported or not certified by the deadline. They also expressed concern about the impact on work-study students and hourly employees. Ms. Humphreys will discuss these concerns with the committee implementing web time entry.

The proposed revisions and new policies will be presented to the Board of Visitors in June. If approved, implementation will take place in June and July and training will be provided for faculty.

5. Faculty Salary Comparison Data

Faculty salary comparison data were distributed to each of the deans for their use in the upcoming salary increment process. Oktay Baysal requested a statement from the Provost explaining the "average" raise. He noted that describing raises as a particular percentage can cause confusion and problems. Chandra de Silva suggested a long-term solution to help address compression.

He noted that an increase in the compensation given when faculty receive tenure or are promoted to full professor would be one way to address compression. The deans asked whether faculty salaries can be paid from grants. This issue will be placed on the agenda of an upcoming meeting.