The Faculty Senate meeting was called to order by Chair Ramey at 3:20 pm in the William Strickland Conference Room in I.G. Greer on Monday, April 26, 2010. Senators Susan Anderson, Scharer, Stephenson, and M. Williams were not in attendance.

I. Announcements

A. Chair Ramey welcomed senators and asked visitors to introduce themselves. Visitors were Dr. Tim Burwell (Academic Affairs), Dr. Dave Haney (Academic Affairs), Dr. Carol Truett (LES), Dr. Sherry Hart (ENG), Dr. Amy Cheney (LES), Dr. Melanie Greene (C&I), Dr. John Tashner (LES), Dr. Herb Brown (C&I), Dr. Richard Riedl (LES), Dr. Vachel Miller (LES), Dr. Norman Clark (COM), Dr. George Maycock (LES), Dr. Hunter Boylan (LES), Dr. Michael Jacobson (C&I), Dr. Andy Koch (Gvt/JIS), Dr. Linda Pacifi (C&I), Dr. Leslie Bradbury (C&I), Dr. Shanan Fitts (C&I), Dr. Monica Lambert (LRE), and Dr. Jill Ehnenn (ENG).

B. Chair Ramey acknowledged Senators whose terms were expiring at the conclusion on today’s First Session for their service to the Senate and university and presented gifts of appreciation to Senators Eric Marland, Pam Mitchem, Brian Raichle, Jim Sherman, Connie Ulmer, Margaret Werts, and Wayne Williams.

C. Chair Ramey was presented with a plaque of appreciation for his service as Faculty Senate chair from 2008-2010.

D. Chair Ramey asked for nominations to fill the three vacant Executive Board positions. Senator Stella Anderson nominated Dr. Jill Ehnenn (ENG) for Chair. Nominations received prior to the meeting were Senator Rardin and Senator Winn for Vice Chair and Senator Reesman for Secretary. No other nominations were received from the floor. Additional nominations will be solicited at the Second Session and voting will occur at that time.

E. Chair Ramey informed the Senate that he attended a Faculty Assembly meeting and remarked that the budget for 2010-2011 should be released any day. Appalachian State’s Faculty Assembly delegates/alternates have been elected. Dr. Sandy Gravett (P&R) is the chair of the UNC Faculty Assembly.

II. Visitors’ Reports

A. There were no Visitors’ Reports.

III. Provost’s Report
A. Dr. Aeschleman thanked the Senators and Chair Ramey for their service to the university.

B. Dr. Aeschleman thanked the ad hoc committee on Supplemental Pay Policy (Senators Jackson, Aycock, Galloway, Gross, Mitchem and Reesman) for their diligent efforts on this committee. The Provost added that he met with Dr. Burwell and is confident that the university will formalized a policy that is in compliance with state regulations.

IV. Committee Reports (Committee Chair’s name is in bold print)

A. Academic Policies (Miller, McCaughey, Newmark, Sherman, W. Williams)
   No Report.

B. Agenda Committee (Ramey, Rardin, Carpenter, W. Williams)
   No Report.

C. Budget Committee (Anderson, Aycock, Brown, Frindethie, Geary, Short)
   No Report.

D. Campus Planning Committee (Mercer-Ballard, Marland, Scharer)
   No Report.

E. Committee on Committees (Rardin, Gross, Mitchem, Napiorski, Stoddard)
   1. Senator Rardin provided a list of faculty members who the Committee is recommending to serve on university committees for Senate approval. (Appendix A). A motion to appoint these faculty members on the respective university committees passed. (Vote #1).

   2. Senator Rardin provided a list of faculty members who the Committee is recommending to serve on General Education Program’s Faculty Coordinating Committees for Senate approval. (Appendix A). A motion to appoint these faculty members on the respective Faculty Coordinating Committees passed. (Vote #2).

F. Faculty Handbook Committee (Ramey, Stella Anderson, Gates, Reesman,
W. Williams, Carey)

No Report.

G. Faculty Welfare and Morale Committee (Carpenter, Gonzales, Ulmer, Wangler, Werts)

No Report.

H. Welfare of Students Committee (Winn, Galloway, Horst, Jackson, Jennings, Sanders)

No Report.

V. Unfinished Business

A. Ad Hoc Committee on the Supplemental Pay Policy (Senators Jackson, Aycock, Galloway, Gross, Mitchem, and Reesman). (Appendix B: Recommendations to Supplemental Pay Policy Proposed Changes). Senator Jackson provided an explanation of the committees’ activities and the guiding principles they used when crafting a response to the Supplemental Pay Policy proposed changes. They met with various departments and Academic Affairs administrators. Senator Jackson presented the committee’s rationale for retaining the tiered stipend and for eliminating the faculty cap compliance and payback clause. Senator Sanders (LES) responded that some departments are affected more than others. LES department offers graduate level courses year-round and primarily serves off-campus students. In 2009 faculty members in the LES department travelled 81,000 miles in their personal cars (excluding motor pool mileage) and spent 1,600 hours on the road (or 41 weeks driving) in order to fulfill their teaching responsibilities. LES department is credited with enrolling 44% of the total graduate off-campus student population at ASU. Senator Sanders voiced his support of the ad hoc committee’s recommendations.

Dr. Herb Brown (C&I) gave a PowerPoint presentation which provided information about how this new policy would impact the Department of Curriculum and Instruction. He emphasized that the university benefits monetarily from offering off-campus courses, the town of Boone is not negatively impacted by the UNC System’s mandate to increase enrollment, and C&I has commitments to graduate and undergraduate off-campus cohorts which enable these students to earn their degrees. Dr. Brown further stated that (a) faculty members are required to teach off-campus and feel they are being penalized for fulfilling their teaching responsibilities, (b) junior faculty and new hires will reach the CAP much sooner than other faculty members, and (c) policies and procedures regarding the “exceptions clause” to this policy must be explicit and equitable. It should be the
responsibility of chairs and/or program coordinators to monitor the degree to which CAP limits are being reached; and the faculty payback clause should be eliminated.

Dr. Aeschleman responded that the issue is compliance and not whether distance education is warranted or unwarranted nor is it a budgetary issue. The university needs to be in compliance with state regulations. Senators continued to raise questions about the viability of this policy.

Senator Rardin moved to call the question and Senator W. Williams seconded. Motion passed. (Vote #3). Chair Ramey presented the Ad Hoc Committee’s Recommendations on Supplemental Pay Policy Proposed Changes for a vote. Motion FS 09-10/04-26-01 (First Session) passed. (Vote #4).

B. Chair Ramey stated that the Gift Policy was reviewed by the Chancellor and Mr. John Earwood (Attorney’s office) who made some minor edits. Senator Marland moved and Senator Werts seconded to approve the Gift Policy as presented. (Appendix C). Motion FS 09-10/04-26-02 (First Session) passed. (Vote #5).

VI. New Business

There was no New Business to discuss.

VII. Adjournment

Chair Ramey asked for a motion to adjourn the meeting. Senator Marland moved and Senator Aycock seconded. Motion passed. (Vote #6). The meeting was adjourned at 4:42 pm.
Appalachian State University
FACULTY PRESENT AND VOTING SHEET for April 26, 2010 First Session

Y = Yes             N = No               A = Abstain

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<td>1</td>
<td>Motion to approve the list of faculty members (Appendix A) who the Committee on Committees is recommending to serve on university committees for Senate approval. Motion passed.</td>
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<td>Motion to approve the list of faculty members (Appendix A) who the Committee on Committees is recommending to serve on Faculty Coordinating Committees for Senate approval. Motion passed.</td>
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<td>Motion to call the question. Motion passed.</td>
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<td>4</td>
<td>Motion FS 09-10/04-26-01 (First Session) to support Ad Hoc Committee’s Recommendations on Supplemental Pay Policy proposed changes. (Appendix B). Motion FS 09-10/04-26-01 (First Session) passed.</td>
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<td>5</td>
<td>Motion FS 09-10/04-26-02 (First Session) to approve the Gift Policy as presented. (Appendix C). Motion FS 09-10/04-26-02 (First Session) passed.</td>
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<td>6</td>
<td>Motion to adjourn. Motion passed.</td>
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Appendix A: Committee on Committees Report to the Faculty Senate

The Committee on Committees recommends the following University Committee appointments to the Faculty Senate for approval. Unless otherwise stated, the term of appointment is three years.

Academic Integrity Board:

Paul Gates (COM)

Academic Policies and Procedures Committee:

College of Arts and Sciences: Jeff Hirst (MAT)

College of Business (one year term): Ron Marden (ACC)

Library (one year term): John Boyd (LIB)

School of Music: John Beebe (MUS)

Admissions Committee:

Cindy McGaha (FCS)

Jean DeHart (COM)

Arts and Cultural Programs Advisory Committee:

April Flanders (ART)

Mark Nystrom (ART)

Awards Committee:

College of Arts and Sciences (one year term): Joel Sanqui (MAT)

College of Education (one year term): Margaret Werts (LRE)

Fine and Applied Arts (two year term): Travis Erickson (HLES)
Library Services Committee:

Travis Erickson (HLES)

Alison Gulley (ENG)

William Gummerson (LES)

Non-Tenure Track Faculty Committee:

Jack Mulgrew (HPC)

Registration and Calendar Committee:

Nina-Jo Moore (COM)

Patrick Rardin (P&R)

Traffic Policy Committee:

Cindy McGaha (FCS)

David Wood (FBI)

University Forum Committee (one year terms):

Suzanne Wise (LIB)

The Committee on Committees recommends the following Faculty Coordinating Committee appointments to the Faculty Senate for approval. The term of appointment is three years.

First Year Seminar: Betsy Williams (LIB)

Quantitative Literacy: Joel Sanqui (MAT)

Fine Arts Designation: Lauri Atkins (T&D) *

Aesthetic Perspective: David Domermuth (TEC)

Historical & Social Perspective: Hugh Hindman (MGT)

Local to Global Perspective: Marie Hoepfl (TEC)
Science Inquiry Perspective: Gabrielle Katz (GHY), Shea Tuberty (BIO)

*On May 6, 2010, Lauri Atkins was notified that her appointment on Fine Arts Faculty Coordinating Committee was invalid because per constitutional requirements members should be from different academic departments. This committee already had a faculty representative from T&D. The Faculty Senate will seek nominees in the Fall.

Respectfully Submitted,
Patrick Rardin
Chair
Committee on Committees
Appendix B:  Faculty Senate
Recommendations to Supplemental Pay Policy Proposed Changes

Committee Members: Alecia Jackson (LES); Frank Aycock (COM); Amy Galloway (PSY); Lisa Gross (C&I); Pam Mitchem (LIB); and Karen Reesman (NUR).

The Ad-Hoc Committee for the Supplemental Pay Policy has gathered data from various departments on campus and has met with administrators in Academic Affairs in regard to the proposed changes in the supplemental pay policy. The Committee has concluded that some of the proposed remedies are reasonable, fair, and necessary to create a more transparent policy for supplemental pay; therefore, the Committee supports the recommended cap increase and the suggested system for approval of exemptions. However, the Committee is concerned that two of the proposed remedies create onerous and unreasonable expectations and consequences for faculty, namely, the elimination of the tiered stipend for distance education and the putting the onus of cap compliance on individual faculty. Below are rationales and recommendations from the Committee.

Rationale for Retaining the Tiered Stipend

Teaching off campus requires a significant amount of time traveling to and from extension locations, sometimes amounting to 4-6 hours of round-trip travel per class meeting. While this time could be otherwise used by the faculty member to further prepare instruction or grade papers, or engage in service or scholarly activity, it is used instead to offer these off campus programs. In traveling, these faculty face various hazards on the road (darkness, rain, snow, fog, ice, deer crossings, exhaustion, etc.), putting their well being and even their lives in jeopardy every time they go to class. Once at an extension location, it is not uncommon to find the facility locked, the room without the proper arrangement or equipment, software out of date or uninstalled, or computers that do not function. While the effort to provide this educational opportunity to remote students is worthy, the experience of teaching off campus is more challenging than teaching the same class on campus. Faculty who have accepted these conditions have done so as a result of their commitment to their students and programs, and with the understanding that they will be compensated for their additional time and energy invested.

Thankfully, ASU has recognized and acknowledged the hardships faculty endure when teaching off campus by compensating them for taking on these additional burdens at a rate equivalent to the % of their time spent in a car traveling to and from the sites. While this amount does not take into account all the other challenges noted above, it does acknowledge that there are many more barriers and challenges related to teaching off campus.

Consider this scenario: A faculty member who teaches three distance-education courses in one semester will be required to travel anywhere from 60 to 270 hours per semester. The round-trip travel time does not include teaching, office “hours” at the site, grading papers, or preparing for courses. That is up to 270 hours – in one semester – that faculty are not spending on service and scholarship or even actual teaching. That is up to 270 hours spent on the road, driving.

Recommendations Regarding Tiered Stipend
1) The tiered travel additive policy should remain in place to adequately compensate faculty for the additional burden of teaching off campus.

2) The online teaching supplement should be lowered in response to the budget concerns of Administration.

Rationale for Eliminating the Faculty Cap Compliance and Payback Clause

The Committee has concluded that there is an erroneous assumption regarding individual faculty decision-making and control over their own teaching schedules; this assumption has lead to the Administration’s inclination to expect faculty to comply to the cap and, if the cap is exceeded, to pay back excessive earnings. The Committee, in talks with various faculty members, believes that the realities of faculty teaching loads/grant payouts should be considered by Administration.

Faculty members have been hired for three specific purposes: teaching, scholarship and service. Each expectation contributes to the reputation of the university and has a direct impact on student enrollment and retention. At the department level, faculty are assigned to particular courses months in advance, based on course demand and required coursework for degree or certification purposes. They are assigned accordingly, to both on and off campus groups, according to expertise, experience and contractual obligation. With the growing demand of this cohort arrangement, many junior faculty have been hired purposefully to teach courses at these sites. Refusing to teach a course or two because it exceeds the salary cap could result in tensions or conflict with department chairs or department personnel committee members—circumstances that might later interfere with reappointment, tenure, and promotion. For such reasons, compliance must be the responsibility of the chairperson or program coordinators, who are ultimately accountable for scheduling distance education courses.

Faculty are involved in a variety of other university-related activities that result in supplemental pay (grants, program coordination, study abroad, workshops, etc.). In particular, faculty in certain ranks (i.e., junior) and different colleges who have lower salaries would reach their cap sooner than faculty who are paid at a higher rate, especially when the payouts are flat sums for overload teaching and grants; this is a serious equity problem that needs to be considered. In essence, creating high expectations for both grant activity and distance-education course delivery, while implementing a payback clause, sends conflicting and confusing messages to faculty.

There are other concerns voiced by faculty. The committee wonders if working for “free,” as a result of payback, is a violation of EEO compliance. The committee is also concerned about complications related to taxes and retirement if the payback clause is implemented.

Recommendations Regarding Cap Compliance and Payback Clause

1) Cap compliance must be the responsibility of the chairperson or program coordinators.
2) The “exceptions” clause of the proposed supplemental pay policy must clearly state 1) the circumstances under which administration will approve requests to exceed the cap, 2) the process for making such requests, and 3) the conditions under which approval will be granted. This permission granting procedure must be made transparent and explicit to ensure all faculty of a fair and equitable process should this policy be approved without regard to these recommendations.

3) Eliminate faculty payback clause. Administration needs to oversee the chairs and program coordinators to monitor stipends. Good recordkeeping in the form of standard, online recordkeeping between Academic Affairs and departmental chairs/program coordinators needs to be the solution (using a system similar to Digital Measures). Individual faculty members should be expected to report their supplemental pay activity to chairs/program coordinators; however, those in charge of departmental scheduling should be the ones who monitor/report cap compliance.
Appendix C: Gift Policy

Faculty Senate Academic Policies Committee Recommendation November 16, 2009

Background
The Gift Policy Task Force, the formation of which was recommended by Appalachian State University Faculty Senate for the purpose of addressing possible gaps in policies and/or procedures so that gifts to the university, for which we have deep appreciation, do not compromise the principles of academic freedom or faculty governance of the curriculum. Provost Aeschleman appointed the following people to the Task Force: Martha McCaughey, Professor of Sociology/Director, Women’s Studies (Chair); Jeff Butts, Professor of Biology; Randy Edwards, Dean, College of Business; Paul Gaskill, Professor and Chair, Health, Leisure, & Exercise Science; Ray Miller, Professor, Theatre & Dance; Adam Newmark, Assistant Professor of Government & Justice Studies; and Susan Pettyjohn, Vice Chancellor for University Advancement. The Task Force reviewed the existing ASU Foundation, Inc Policy and Procedures Manual for Charitable Giving and other related materials across the UNC system, and issued a Report on April 7, 2009. The Faculty Senate Academic Policies Committee reviewed this Report after receiving feedback from the Deans, Provost Stan Aeschleman, and Vice Provost for Faculty Affairs Tony Carey, and recommends the Policy and Procedures that follow.

Appalachian State University Gift Policy and Procedures
Because faculty members have primary responsibility for establishing and implementing the curriculum, faculty members have an essential role in determining whether proposed conditional gifts affecting the curriculum meet the needs of specific academic units and the University.

Therefore the following four specific ways will address gaps in current policies and/or procedures:

1. Establish a Gifts Acceptance Committee. The Gifts Acceptance Committee (hereafter GAC) would conduct timely reviews of conditional gifts, where conditional gift is defined as a private contribution that because of a qualifier, restriction, or goal is considered by the Chancellor, the Provost, or the University Foundation to be non-routine and therefore might affect academic program planning, majors, programs, institutes, centers, course offerings, course content, specific course requirements, faculty appointments, learning resources, or other material aspects of the curriculum.

Make up of this committee. The committee would be made up of a Vice Provost, the Vice Chancellor for University Advancement, and at least one tenured professor from each College who are elected by the faculty annually. Elected members would serve 3-year terms that are staggered. The Committee would elect its own chair. This Committee could and should consult with additional faculty or administrators, at the earliest possible stage, as necessary depending on the specific possible effects of the gifts.

The GAC and the names of its members should be posted as a link from the Faculty Senate
website, along with other elected faculty committees.

The GAC would consider nonroutine conditional gifts and make a timely recommendation about the acceptance, rejection, or redirection of the final form of conditional gifts to the Provost, basing its assessment of a conditional gift’s acceptability on the following principles and guidelines:

**Principles and Guidelines for the Gifts Acceptance Committee:**

- **Affected faculty and academic units should be involved in the process of designing and designating a conditional gift as early as possible. ASU faculty from such affected school or program should help determine the design, content, and staffing of whatever position or program is being funded;**

- **While gifts may be tied to course development as long as affected faculty are consulted and agree to it, money should not be tied to course content; unless approved by the GAC**

- **Any curricular changes or effects of those changes brought about by the proposed donation must be consistent with the goals, mission, values, and overall curricular plan of the University and the affected units;**

- **Any proposed donation should not limit academic freedom in a faculty member’s teaching or research; and**

- **The University’s acceptance of a proposed donation should not reflect negatively on the University’s or affected units’ reputation and should not conflict with their mission or values.**

- **If the GAC and the Provost disagree, the Chancellor will make the final determination.**

(2) The addition of a statement about conditional gifts and the GAC to the **ASU Foundation, Inc Policy and Procedures Manual for Charitable Giving**, under the category entitled “14. Can an endowment be designated for a specific purpose?” on pages 32-33. Specifically, the addition would read: *Potential gifts that are or may be conditional—where the condition is defined as gifts that because of a qualifier, restriction, or goal are considered non-routine must be referred to the Gifts Acceptance Committee.*

(3) The requirement that faculty members in an affected unit (e.g., department, program, center, or institute) are notified by their unit head, Dean, or a Foundation officer, of any new proposed non-routine conditional gifts to faculty member(s) or an academic unit, including those having co-curricular implications (such as money provided for a speaker or film series in or through the academic department). If a faculty member sees
a gift as conditional with the potential to circumvent faculty governance of the curriculum, and the GAC has not already reviewed this gift, then that faculty member should address the matter according to the Principles and Guidelines of the Gifts Acceptance Committee and may—with a majority vote of the faculty in that academic unit—submit to the Chair of the Gifts Acceptance Committee a request for a review. The GAC will decide if a review of the gift is appropriate.

(4) The requirement that the Foundation publish in its Annual Report all new major gifts (i.e., valued at $25,000 or more) that have been accepted.