MINUTES OF THE T-FACULTY SENATORS COUNCIL MEETING OF MARCH 24, 2016

The New York University Tenured/Tenure Track Faculty Senators Council (T-FSC) met at noon on Thursday, March 24, 2016 in the Global Center for Academic & Spiritual Life at 238 Thompson Street, 5th Floor Colloquium Room.

In attendance were Senators Allgood, Antoon, Cappell, Disotell, Garabedian, Hoffman, Jelinek, Jones-Rooy (by audio-conference), Kamer, Kane, Lapiner, Ling, Livingston, Mincer, Morning, Porfiri, Rajagopal, Stanhope, Sternhell, Van Devanter, Weinberg, and Zagzag; Active Alternate Ospina; Alternate Senators Swislocki (for Ramey) and Tannenbaum. Former Member Moskowitz attended as a guest.


Upon a motion duly made and seconded, the minutes of the February 25, 2016 meeting were approved unanimously.

ELECTION BY SECRET BALLOT OF T-FSC VICE CHAIRPERSON AND SECRETARY

Senator Cappell of the Nominating Committee presented one candidate for each position and noted the Committee pursued additional candidates but no other candidates were available to serve. He asked for any nominations from the floor. There were no additional nominations from the floor.

The election of T-FSC Vice Chairperson and Secretary for 2016-2017 took place by secret ballot from the following slate of candidates presented by the Nominating Committee; for Vice Chairperson: Awam Amkpa of the Tisch School of the Arts and for Secretary: Arvind Rajagopal of the Steinhardt School.

Cappell supervised the counting of the 22 ballots and reported the results of the election: Awam Amkpa of the Tisch School of the Arts will serve as Vice Chairperson, 2016-2017 and Arvind Rajagopal of the Steinhardt School will serve as Secretary, 2016-2017.

REPORT FROM THE CHAIRPERSON: ALLEN MINCER

Affordability Steering Committee

Chairperson Mincer reported President Hamilton established this Committee to examine the issue of high tuition costs and to investigate possibilities to tackle the issue of affordability.

He reported that emails were sent from the office of Ellen Schall, Chair of the Affordability Steering Committee, to the University community regarding the Committee’s website. The website will be collecting suggestions and gathering data from other institutions, etc. Mincer encouraged Senators to offer their input.
Distinguished Teaching Award

Mincer announced that Alternate Senator Robert Hawkins of the Silver School of Social Work is a 2015-2016 recipient of a Distinguished Teaching Award.

T-FSC COMMITTEE REPORTS

Finance and Policy Planning: Maurizio Porfiri & David Zagzag

See attached Document A: NYU Budget Template and Glossary

Senator Porfiri presented on the budget template created by the Committee intended for acquiring information from the administration in a consistent way across schools. These are to be used by Senators in formatting the conversation with their school's administration in gathering useful financial data.

The template asks for information on revenues, separating undergraduate and graduate and requesting information on gross and net tuition, subtracting out financial aid. The templates also list unrestricted gifts, research funding, and endowment income. The template divides expenses into the categories of faculty, adjunct, staff, administrator, and OTPS, controllable and uncontrollable, and graduate student support/stipend. The template then lists indirect expenses in the categories of allocated expenses and university initiatives.

Porfiri explained a university initiative includes funding given to the central administration for pursuing global initiatives across the university. Allocated expenses are shared across different schools, for example, IT, security, and payroll. In terms of transfers, this can be between schools or from a school to the central administration. Examples of a between school transfer include the College of Dentistry transferring money to the Tandon School of Engineering when a faculty member from Tandon teaches a class at Dentistry. A school to central administration transfer may relate to a capital cost.

Porfiri explained subsidy, which is a portion of money offered to balance the budget of each individual school. Some schools will have a positive subsidy and other schools will have a negative subsidy.

He referred Council members to the Budget Template Glossary, which includes examples.

Chairperson Mincer reminded the Council that this exercise began when the Council was trying to get more information about the university budget, and the Council determined more school level information was needed. The Finance Committee developed this template for Senators to use in gathering information from their schools. The Committee is asking for feedback from the Council on this template.

A Senator asked if tuition remission is listed under Benefits. Porfiri confirmed tuition remission is listed under faculty benefits for full-time faculty.

A Senator asked Porfiri if there are specific action points, trends, or questions he suggested pursuing.

Porfiri responded his focus was ensuring the Committee was asking the right questions, and questions the school could provide answers. In the case of Tandon it is important to get an idea about how much money is spent on infrastructure and how that correlates with the overall revenue generated. It was noted at Tandon there is a history of greater faculty involvement in budget deliberations.

A Senator reported on her experience in Steinhardt. She stated the Steinhardt budget was presented by the upper administration to department chairs. It is her understanding that some centrally budgeted benefits, such as tuition remission, were not included in school-wide benefits figures. She stated she was able to receive the information from the university, which was the total that the whole university spends on tuition remission, combining faculty and administrators.
A Senator suggested different schools could add school-specific criteria to the template. Porfiri suggested the Committee collect all input and incorporate into the template. He noted the objective of the Committee is to create a template and after the template is complete, it will be left to individual schools to pursue answers to these questions.

Chairperson Mincer responded to Senators’ comments on use of the template by the Council and suggested creating a formal proposal that requests Senators go to their individual schools and gather this information. A Senator suggested this be in the form of a letter to the individual deans from each school stating the request would be forthcoming from the senators. It was suggested that the proposal be presented at the Dean’s Council meeting.

Senators discussed the use of the template and gathering information on a school by school basis. They noted the differences between schools and discussed the value of doing a comparison between schools.

Chairperson Mincer provided background on the template and stated he discussed this financial data gathering with the Chair of the Dean’s Council and it was determined it was best to be pursued as an individual discussion with each School.

A Senator commented on her concerns that schools are treated as autonomous and resist sharing information across schools to avoid competition and tensions among the deans and the schools. She wondered if Senators will be able to collect this information and share details between schools.

Mincer stated Senators should first ask for this information from their individual schools, and if there is a request to not share information outside of the School, then the Council will deal with that issue.

**UNIVERSITY SENATE COMMITTEE REPORTS**

**Senate Committee on Organization and Governance (SCOG): Warren Jelinek**

Senator Jelinek reported on SCOG’s charge to develop a plan to incorporate the new College of Nursing, the separate College of Dentistry, and College of Global Health into the University Senate structure. The requirement is to add three deans, one from College of Nursing, one from College of Public Health, and one from the umbrella organization of the Faculty of Health. One approach is to keep the size of the Senate the same for the next academic year, which would be 127 members. The current size is 128, but the T-FSC loses its Senator-at-Large seat in 2016-2017. To accommodate the 3 Deans, each Council: T-FSC, Continuing Contract Faculty Senators Council (C-FSC), and Student Senators Council (SSC), would give up one member.

The other proposal was to maintain the proportional representation of all Councils in the Senate, which would be 148 members in 2016-2017.

The current proposal is the Senate would grow to 137 members, with the T-FSC gaining two members, the C-FSC gaining two new members, the students gaining two members, the Dean’s Council gaining three members, and the Administrative Management Council (AMC) gaining one new member.

Jelinek stated there is an open-ended part of the resolution, which has to be closed by tomorrow to meet the deadline for placing items on the agenda for next week’s Senate meeting.

Jelinek explained this is an opportunity for the T-FSC to ask the new members, either one or both, to serve as Senators-at-Large.

Jelinek suggested three Senators-at-large at the last SCOG meeting to allow rotation and staggering of the three year terms.
Jelinek explained the Senator-at-large position was used in the past if a Senator in the third year of their term was elected as a member of the Executive Committee but not re-elected by their school. This member would then serve as a Senator-at-Large.

He clarified how the Senators-at-Large were appointed, and read an excerpt from the September 1, 2011 University Bylaws:

“The Faculty Senators Council will consist of not more than thirty-six members as follows: thirty-three professorial representatives elected by the voting members of the several faculties of the University in the manner prescribed by the rules adopted by the Council for its own governance and consistent with these Bylaws; and not more than three additional professorial representatives appointed at large for three-year terms by the Executive Committee of the Senate with the advice and consent of the elected professorial members of the Faculty Senators Council.”

Chairperson Mincer noted the Executive Committee has discussed this issue, and because the T-FSC previously voted in agreement with the original plan of no increase in the number of T-FSC senators, the EC did not think it was necessary to bring to the Governance Committee or to a vote.

Mincer presented on the position of Senator-at-Large.

He stated he needs to communicate the Council’s response on the proposal to the Chair of SCOG by tomorrow.

He stated the Senator-at-Large is a solution to the problem of a senator who has been elected to the EC in their third year. If they are not re-elected in their school, then they serve as a Senator-at-Large.

A second advantage is offering the opportunity to the Executive Committee to engage members doing valuable service.

He stated a disadvantage is the question of democracy in a system in which schools elect their representatives.

Mincer explained the formula of how senators are assigned to schools. There are a certain total number of senators, of which six senators are assigned to the School of Medicine and one senator to the Division of the Libraries. The remaining senator seats are divided among the remaining colleges, schools, and portal campuses by the method of equal proportions (based on number of persons eligible to vote in each) with the proviso that each college, school, and portal campus is entitled to at least one elected Senator.

He stated again with the SCOG proposal, the T-FSC will receive two additional senators. One of those seats goes to Global Public Health and the current two dentistry seats are divided between College of Dentistry and College of Nursing. This leaves one additional senator, which based on the formula, would be assigned to the Tandon School of Engineering. Another option would be making this a Senator-at-Large seat. If the Council decides to appoint more than one Senator-at-Large, the next Schools that would lose a seat are the Stern School of Business and then the School of Law.

A Senator commented when the Senator-at-Large position was discussed at the January Council meeting; the majority seemed to be against the Senator-at-Large. He commented the governing principle is one of democracy and a formula is in place to assign the additional senator.

A Senator commented the SSC currently has twelve Senators-at-Large, and they assign some of their Senators-at-Large to various demographic constituencies.

A Senator commented on the history of the Senator-at-Large position and noted it also was used for purposes of diversity, to include members of the faculty that are underrepresented.
A Senator questioned the annual re-calculation of Senators. A Senator stated recalculations occur every year as the size of a school’s faculty changes.

A Senator stated that in the case of elections, if someone in the third-year of their term is elected, but not re-elected by their school, their term could be extended. Mincer clarified, the Council is following its current rule which states if someone is elected to the EC in their third year, that seat would be extended for another year.

In response to a Senator’s question concerning the appointment of Senators-at-Large, Mincer responded historically the Council offered nominations and then the Executive Committee appointed the position.

In response to questions regarding the Senator-at-Large position, it was clarified the SSC is the only other Council with Senators-at-Large and historically the faculty members were a mix of former Senators, those with specialized knowledge or expertise, or from underrepresented portions of the faculty.

A Senator re-called in the past the EC nominated Senators-at-Large, but they were appointed by the Provost.

Mincer asked for an informal poll of Council members regarding support for versus opposition to appointing Senators-at-Large. The room was divided.

The Council discussed voting on a proposal regarding Senators-at-Large to either request Senator-at-Large seats or to not request Senator-at-Large seats and instead fill the additional senate seats by the existing formula.

It was determined that there was no longer a quorum present at the meeting in order to vote.

Mincer stated he will respond to SCOG that the T-FSC was happy with the plan to increase by 2 the number of T-FSC senators, but was not yet ready to respond regarding the question of Senator(s)-at-Large. The issue will be discussed at the next meeting of the Council.

Mincer noted the Board of Trustees will not vote for changes in time for the individual school elections at the end of this semester. This means that the initial apportionment of Senators will follow the old model, with a reduction of seats in T-FSC to make up for the addition of 1 seat to public health. The apportionment of seats in this model will be determined by the Office of General Counsel and schools will be informed of their determination before school elections can be held. The plan is that extra seats coming available after changes will be filled by having fall elections in the relevant schools.

**NEW BUSINESS**

A Senator added the topic of tuition remission, including portable tuition remission, to new business. Chairperson Mincer stated there is now a University Senate committee concerning tuition remission. He stated the T-FSC Faculty Benefits Committee also has the issue on their agenda.

The Senator also added the topic of employee 403B plans to new business. He inquired on who chooses the investment funds and if there is any flexibility in early withdrawal in cases of education, health reasons, or housing. A Senator also commented on the lack of quality in health benefits. These topics will be added to the T-FSC Faculty Benefits & Housing Committee’s agenda.

**ADJOURNMENT**

The meeting adjourned at 2:00 PM.
## Budget Template

### Line item

<table>
<thead>
<tr>
<th>Line item</th>
<th>Sign</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
</tr>
<tr>
<td>1  Tuition/Fees (undegraduate)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>2  Financial aid (undegraduate)</td>
<td>&lt;negative&gt;</td>
</tr>
<tr>
<td>3  Tuition/Fees (graduate)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>4  Financial aid (graduate)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>5  Gifts (unrestricted/undesignated)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>6  Sponsored research (indirect cost recovery)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>7  Endowment income</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>8  Other revenue (from those listed in items 1--7, such as space rental)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>9  Total Revenue</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td><strong>Direct Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>10 Faculty salaries (full-time faculty)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>11 Faculty benefits (full-time faculty)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>12 Adjunct salaries and benefits (full-time faculty)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>13 Staff salaries (non-administrative)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>14 Staff benefits (non-administrative)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>15 Administrators’ salaries (faculty and non-faculty leadership)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>16 Administrators’ benefits (faculty and non-faculty leadership)</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>17 OTPS, controllable</td>
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</tr>
<tr>
<td>18 OTPS, uncontrollable</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>19 Graduate student support/stipend</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>20 Debt service</td>
<td>&lt;positive&gt;</td>
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<tr>
<td>21 Other expenses</td>
<td>&lt;positive&gt;</td>
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<tr>
<td>22 Subtotal</td>
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<tr>
<td><strong>Indirect Expenses</strong></td>
<td></td>
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<tr>
<td>23 Allocated expenses</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>24 University initiatives</td>
<td>&lt;positive&gt;</td>
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<tr>
<td>25 Subtotal</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>26 Total Expenses</td>
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</tr>
<tr>
<td><strong>Transfers</strong></td>
<td></td>
</tr>
<tr>
<td>27 Transfer in</td>
<td>&lt;positive&gt;</td>
</tr>
<tr>
<td>28 Transfers out</td>
<td>&lt;negative&gt;</td>
</tr>
<tr>
<td>29 Subsidy from/(Contribution to) University Common Fund</td>
<td>&lt;either&gt;</td>
</tr>
<tr>
<td>30 Total Transfers</td>
<td>&lt;either&gt;</td>
</tr>
<tr>
<td><strong>Net Income After Total Expenses and Net Transfers</strong></td>
<td>&lt;either&gt;</td>
</tr>
<tr>
<td><strong>Supplemental Data</strong></td>
<td></td>
</tr>
<tr>
<td>32 Tenured/tenure-track faculty FTE headcount</td>
<td></td>
</tr>
<tr>
<td>33 Continuing faculty FTE headcount</td>
<td></td>
</tr>
<tr>
<td>34 Adjunct faculty FTE headcount</td>
<td></td>
</tr>
<tr>
<td>35 Staff FTE headcount</td>
<td></td>
</tr>
<tr>
<td>36 Undergraduate student headcount</td>
<td></td>
</tr>
<tr>
<td>37 Graduate student headcount</td>
<td></td>
</tr>
<tr>
<td>38 Research expenditure (only sponsored research)</td>
<td></td>
</tr>
</tbody>
</table>
NYU Budget Template

Glossary
Primer

1. Budgets are prepared on the accrual basis of accounting
   a. Revenues are resources expected to be earned - though not necessarily collected in cash - in the coming fiscal year
   b. Expenses are resources expected to be used in the coming fiscal year

2. Direct costs are:
   a. Incurred within a school or department, or
   b. Costs of resources that are directly used for research, teaching, and student services

3. Indirect costs are:
   a. Assigned to a school or department from “central”, or
   b. Costs of resources not directly used for research, teaching, and student services
Tuition/fees

1. Two line items - “Tuition/fees” and “Financial aid”

2. Financial aid is applied directly to tuition = a direct reduction in “sticker price”

3. When applicable, tuition/fees and financial aid may be broken down by program (graduate versus and undergraduate programs)
Other revenue

1. Can include anything - gifts, space rental, etc.

2. Gifts should have their own line

3. If on an operating budget, gifts should be unrestricted/undesignated - an operating budget connotes that they can be used for any purpose

4. Sponsored research = recovery of indirect costs associated with research

5. Endowment income = returns on a school’s or department’s endowment investments, if applicable
Direct expenses

1. Administrator’s salaries/benefits should have their own lines; faculty serving as full time administrators should be counted as administrators

2. Staff should be separated from administrators, who should only include the leadership of the school

3. Salaries/benefits of adjunct faculty should be separated from full time faculty (T/TT and continuing)
Direct expenses

1. OTPS = “other than personal services” = everything that isn’t faculty or staff salaries/benefits (classroom fees, rent, travel, utilities, etc.)

2. Schools or departments may choose to characterize some of OTPS as “controllable” and some as “uncontrollable” depending on whether they have discretion over it.

3. Graduate student support/stipend should include teaching assistants and research fellows supported on the operating budget and not from extramural sources.

4. Debt service = interest on debt.
Indirect expenses

1. Allocated expenses = indirect costs allocated to schools and departments for “central” functions - central administration, the library, IT, payroll, etc.

2. University initiatives = indirect costs allocated to schools and departments for university-wide initiatives; this may take the form of a percentage of gross tuition
Transfers

1. Transfers in and Transfers out may be vis-a-vis elsewhere in the school or department (e.g., a school’s own capital fund) or vis-a-vis central. For example, this may include costs related to money transfers for faculty services across schools, or capital costs incurred by a school toward central.

2. Subsidy from/(Contribution to) University Common Fund = “subvention” or “tax”