

Faculty Senate Minutes
4 December 2018
136 DeBartolo Hall

Signed in as Present: Adam Martin, Anna Simon, Annie Coleman, Ben Heller, Ben Radcliff, Caroline Cloonan, Corey Gayheart, Dan Johnson, David Thomas, Jimmy Gurulé, John Lubker, Lira Yoon, Marsha Stevenson, Mary Frandsen, Matthew Capdevielle, Matyas Abel Tsegaye, Meng Wang, Molly Walsh, Nasir Ghiaseddin, Paul McGinn, Phillip Sloan, Richard Pierce, Richard Williams, Sergei Rouvimov, Shaun Lee, Sylwia Ptasinska, Tom Stober, Xiaoshan Yang

Not Signed in as Present: Aaron Striegel (e-mailed; excused), Catherine Schlegel (excused for fall semester), Chao-Shin Liu, Cody Brockelmeyer, David Gasperetti (e-mailed; excused), David O'Connor, Emma Planinc (e-mailed; excused), Eric Sims, Joe Urbany (e-mailed; excused), La Donna Forsgren, Marie Halvorsen-Ganepola, Matt Bloom, Mei-Chi Shaw, Patrick Deneen, Richard Sheehan, Samir Younés (e-mailed; excused), Shahriar Mobashery, Shauna Williams, Tom Nowak

1. **Opening prayer.**
2. **Approval of minutes:** motion to approve made by Marcia Stevenson; seconded by Nasir Ghiaseddin. Call for discussion: Tom Stober: Senate minutes should reflect the texts of resolutions adopted at the meeting. Approved.
3. **Presentation and Q&A with John Affleck-Graves (JAG),** Executive Vice President, on the cost of venues for academic events at the University.
With the aid of a Powerpoint presentation (“Cost of Events”), JAG explained the various policies of VenueND. The guiding principles for event pricing are that it should be simple, transparent, explainable, scalable, and done at cost. Available venues fall into four categories: premium, select, traditional, and pre-set (no set-up required); charges differ for each type of venue, depending upon set-up/tear down, etc. Cost components include set-up (5-10%); food/beverage (90-95%), additional custom AV and decor (5%). Event operations include setup/tear down, cleaning, basic A-V, guest services, ushers, and VenueND administrative costs. In order to come up with pricing, JAG’s staff conducted a detailed comparison with a number of local venues of comparable size and quality. In FY 18, 75% of users were internal (ND faculty), 25% external; total of 863 events. VenueND is committed to breaking even on internal events, but seeks to make a profit on external events; for these a different rate-scale is used. **Summary:** VenueND has made a commitment to charge internal customers’ events at cost, to implement future pricing that is simple transparent, explainable, and scalable, to make VenueND internal pricing competitive with the external market across a range of locations, and periodically to review pricing to assure that we are still at cost.

JAG then took questions from senators:

Q: Can faculty reserve the auditorium in McKenna Hall for student presentations (class of 80-100) without paying a fee?

A: Would only charge for set-up if booked only to use the space. Arrangement with McKenna: 15 or so such events: if faculty want to book in advance, will charge room rental.

Within a month, should get at cost.

Q: Who are the external customers? Is Notre Dame an attractive and convenient venue?

A: Largest group of events involves wedding receptions, rehearsal dinners, anniversary dinners, etc. Some corporate customers (meeting/meal). Has proved to be difficult to attract out-of-town business; South Bend not convenient for firms from Chicago, Indianapolis, etc. Working on ways to showcase ND. Need a hook – what do they get besides a meeting place?

Q: What kind of profits are realized from the external customers, and where does it go?

A: Goal is to make 15% on the event (mark-up). Profit used to (1) cover the replacement of tables, chairs, etc.; (2) subsidize VenueND stocking costs; (3) remainder goes to the Provost. Is pushing Morris Inn and VenueND to make a contribution to the budget of a specific dollar amount. Still learning how much they can make with these events. The Morris Inn puts a couple of million into the budget each year; hopes VenueND will be able to do so as well. VenueND will give preference to academic conference if faculty request the same dates as an outside customer, but if the dates are open, will be given away. Conferences must be booked well in advance; much outside demand for venues on Friday and Saturday evenings.

Q: How much did the University make on the Garth Brooks (GB) concert?

A: Profit was 1.5M. Was the first concert and thus an experiment; got the worst night weather-wise. ND paid Brooks a flat fee and assumed the risk on the tickets and concessions; were many no-shows but no refunds. Sold 85,000 tickets in two hours; first hour sold 1,000 tickets a minute. GB was the proof of the concept. Such large events do place a burden on campus, but if we can add 2M to budget, it is a small price to pay. Original goal was to do concerts in summer, when much less impact, but students wanted to be here. Tried to get GB late August, but he wanted October. Are only about 12-15 artists/groups that can sell out a stadium. Others: Rolling Stones, Taylor Swift, Kenny Chesney, U2, etc.

Q: Can departments still have parties (potluck, etc.) in their own spaces?

A: Yes; but if serving alcohol, must have outside bartender, Indiana law.

Q: Can you talk about the situation with university food inspections?

A: The Health Dept. approached ND, said could ND do its own food inspections, Health Dept. would disclose the results. Health Dept. wanted ND to make results public, General Counsel said no. Thus we are not doing our own food inspections. Got a bit awkward; subset of folks in the state, including journalists, want private universities to make everything public. Got some tough press on it.

Q: Why the concern about the cost to faculty and departments now and not before? Is this a moment of transition? Due to the establishment of VenueND? What do you recommend faculty do if they can't pay the costs of venues they used to use?

A: We got ahead of ourselves with some charges, for which I apologize; more recently decided to do internal events at cost, and looked at specific costs. Hopes costs will not be more than before, but did not charge set-up before.

Q: Do non-profits such as "Play Like a Champion" get a special deal?

A: Is a grey area. Ideally we will charge all outsiders the outside rates, but some not-for-profits with ND connections get a break.

Q: When host a guest speaker, why am I paying extra (beyond costs for food and custodial services) to use venues such as the Eck Center, Jordan Hall, and McKenna Hall?

A: Eck Center Auditorium for example: no set up is involved so there should be no charge. Receptions involve some set-up. Come to us if you think charges are unfair. Demand is uneven, and doesn't require the same number of staff every day. Thus we have some temps,

also have trained regular staff.

Q: Last spring the Music Department was charged a significant fee to use the Leahy Gate area for a graduation reception, wondered why.

A: Shouldn't have been charged (except for set-up, food). Send the invoice to JAG's office, will be evaluated. New pricing policy has just been developed in the last month.

Q: Has the cost of food changed much? Who establishes the pricing?

A: ND has a basic contract with Gordon Foods, also has a few other suppliers; goal is to purchase food from a 50mi radius around campus. Costs have gone up. Much of the cost of food is labor (benefits).

Comment from Provost Burish: JAG is very strong on contributing to the university budget, works hard with auxiliaries to generate profit, turns over millions of dollars each year to the general fund of the University, used for financial aid, faculty salaries, etc. JAG: the auxiliaries do very well, especially during home football games.

Q: In the interest of transparency, can we upload the Powerpoint slides to the Senate website?

A: Yes if JAG can redact costs. Will send both sets, see if Senate is comfortable with redacted set.

4. **Committee Reports**

a. **ExCom** (Annie Coleman, on the activity of the Ad Hoc committee on dean search transparency): Senate passed a resolution on this subject at the previous meeting; Ad Hoc committee is gathering more contextual information in order to understand where the resolution sits in the broader landscape of searches across the nation, and where the frustrations lie that produced the resolution, will produce a document. Continuing conversation with Provost Burish (TB), difference of opinion; committee and TB would like to reach a stronger understanding of each other's positions. TB is also forming committee to continue to work on the issue; Senate will have voice on the committee. Confident that this work will result in a stronger understanding of how we do dean's searches and why they are conducted in this manner.

b. **Academic Affairs** (Matthew Capdevielle): did not meet (no new business). Sent resolution on university excused absences to Hugh Page, asked him how to proceed to put it into action.

c. **Administrative Affairs** (Dan Johnson): committee will study changes made to the language on emeriti in the Academic Articles (AA); will work on revisions to Senate bylaws due to changes in AA; will also look at recommendations of the Ad Hoc Committee on Faculty Governance and work on a response to bring to the Senate that will go to the Faculty Affairs Committee of the Academic Council.

d. **Benefits** (Nasir Ghiaseddin): (1) Anthem Blue Cross promises to be a better health insurance provider than Meritain, but faculty and staff with Flexible Spending Accounts (FSA) for health-care expenditures may encounter some issues regarding reimbursement, and should note the procedures for using 2018 funds during the grace period in 2019 (through mid-March); see the HR website: <https://hr.nd.edu/benefits/oe/>. Over 5,000 employees (of 14,000) selected the PPO option. (2) Retirement package for staff retiring early, will get payment according to a formula based on the number of years at Notre Dame. Estimated that 700 faculty are eligible to take advantage of this package. (3) Committee is also working on access to sports facilities on breaks for faculty and staff; will talk to Athletics dept.

e. **Student Affairs**: no report

5. **New business**

Announcement from the Sustainability Office: will shred confidential documents, will be baled and sent to recycling. This Friday, 11:00-1:00, Mason support center parking lot.

Richard Williams (on the student accepted at Notre Dame who asked for accommodation due to his epilepsy and was denied by the University): Kurt Eichenwald, who wrote the article [in *STAT*, 25 October 2018], continues to tweet about the issue, won't stop till Notre Dame apologizes. Eichenwald told the CEO of a major pharmaceutical company somewhere about it. Notre Dame is getting very bad PR about this issue. Thought the original story was very concerning.

Corey Gayheart (Student Senate representative): students are watching this very closely, many are quite upset about it. Dr. Stackmann of University Health Services was invited to speak on the issue to the Student Senate, which also did some outside research, and found that Mr. Eichenwald had this information and did not release it until he started his book tour. Dr. Stackmann went through the process followed when special accommodations are requested, was helpful. Dr. Stackmann also explained that the University response came from Ryan Willerton (Associate Vice President for Career and Professional Development) due to the appeals process. Information on the process helped to explain Notre Dame's side of the issue.

Meeting adjourned 7:13 p.m.

Respectfully submitted,

Mary E. Frandsen, Co-Secretary
Senator from Music