

1-17-2002

AY 01-02 Meeting 2002-01-17

Faculty Senate

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Faculty Senate, "AY 01-02 Meeting 2002-01-17" (2002). *Faculty Senate Minutes*. Paper 1.
http://opus.govst.edu/facultysenate_minutes/1

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**Governors State University
Faculty Senate Meeting
Minutes, January 17, 2002**

Senators Present: Dave Parmenter, Rashidah Muhammad, Michael Dimitroff, Brad Johnson, MariEllen Leverage, Ann Vendrely, Russ Carter, Ralph Bell, Kyusuk Chung, Jun Zhao, Linda Proudfit, Maribeth Montgomery Kasik, Jeannine Klomes, Donald Culverson, Mercedes Graf, Catherine Brady, Winfried Rudloff, Jane Wells

Guests: Paul R. Keys, Colleen Rock Cawthon, Becky Wojcik, David Diers, Marsha Katz, Diane Balin, Lisa Hendrickson

Dimitroff called the meeting to order at 1:05 p.m.

Approval of Minutes

Bell moved to approve the minutes of the October 18, 2001, meeting. Carter seconded the motion. The motion was approved by unanimous voice vote.

Reports

Administration/Provost Office (Keys)

Keys informed the Senate that he has been meeting with the program faculty, and an issue repeatedly raised was “fiscal austerity measures.” At this point, GSU is holding 2% of the appropriated budget to return to the state. There has been some discussion that the amount may increase to somewhere between 2.5% and 5%. The state agencies that are controlled by the Governor's Office have implemented more drastic measures, such as loss of a day's pay, a freeze on travel, and a freeze on equipment spending. GSU does not have a total freeze on positions or equipment spending, but expenditures are being carefully monitored.

Keys stated that he sent memoranda, outlining some issues, to the Senate President in late November and mid-December and requested input from the Senate. The issues include requests for the Senate to consider organizational structures that support accreditation criteria, review of proposed policies (including a draft of an off campus academic program policy and a civility policy), review draft graduation format change, and review the proposed master plan committee proposal. Keys asked the faculty to carefully consider the composition of the master plan committee so that every area is represented. He commended the University Assessment Committee for doing excellent work in preparation for the North Central Association (NCA) report that is due in 2003.

Dimitroff acknowledged receipt of the memoranda and stated that the Senate intends to submit recommendations regarding the master plan committee proposal, commencement format change, and the proposed off-campus academic program policy by the end of January, if at all possible.

A question was raised as to whether the Provost is encouraging the development of certificate programs, given that the submission deadline for the catalog addendum is February 15. Keys responded that if certificate proposals support the fiscal austerity measures (increase enrollment

and decrease cost), he would encourage the faculty to prepare and submit them through the appropriate process.

University Curriculum Committee (UCC) (Muhammad)

Muhammad stated that the committee meets every Thursday, and the last time the committee will meet before the catalog addendum deadline is February 14. (The deadline to submit changes to be included in the catalog addendum is February 15. If anyone has a question about the content to be included in the addendum, contact Virginia Eysenbach, Public Affairs.) The committee agreed that the review of information to be included in the addendum would take priority over the review of routine submissions. Therefore, all curricular changes to be included in the 2002 catalog addendum must be submitted to the Provost's Office prior to February 14 so that the documentation can be copied and distributed to UCC members.

Educational Policies Committee (EPC) (Diers)

Diers reported that the EPC has reviewed a number of policies that will be submitted to the Faculty Senate Executive Committee. He stated that the Provost's Office requested that the EPC review some educational policies--one was a draft of a "grow your own" policy for professors and another will be a civility policy.

Academic Program Review Committee (APRC) (Wojcik)

Wojcik reported that the APRC met on November 6 and reviewed the chief school business track from the College of Education and a preliminary NEPR for a master of science in emergency and disaster management from the College of Business and Public Administration. The committee recommended that the preliminary NEPR be approved. The target audience for the new program is public administrators (policemen, firemen, etc.).

University Assessment Committee (UAC) (Wojcik)

Wojcik thanked Keys for the comment about UAC. The committee is working on a number of issues. The committee will request program assessment plan report summaries; the committee intends to have seminars to assist the program assessment coordinators in completing the summaries. The UAC will also offer training workshops to learn to use Trac Dat, an assessment data tracking software program. If anyone is interested in attending one of the Trac Dat sessions, contact Brad Johnson. The committee intends to offer additional activities to support the program assessment coordinators.

IBHE Faculty Advisory Committee (IBHE FAC) (Kasik)

Kasik stated that she attended IBHE FAC meetings in November and December, and she distributed detailed notes regarding the meetings. At the December meeting, Keith Sanders, IBHE Executive Director, and Deb Smitley, IBHE Deputy Director of Budget and Administration, spoke about budget restrictions. Some key issues presented at the meetings were 1) a new program called "I teach" will be given to the legislature; the program proposes to give students increments of \$1,000 during their four years of college if they teach, 2) web based and CD ROM based instruction will be developed to help high school students improve performance on the Prairie State exam, 3) there is a shortfall for group health insurance that occurred because not enough money was put in the budget to cover the growing health expenses, and 4) there will be an assessment conference in March; contact IBHE for details. If anyone has comments or questions, please forward them to Kasik.

Bargaining Unit (Katz)

Katz reminded the Senate that the full faculty union contract, which expires August 2002, will be negotiated. She is establishing task forces to begin reviewing issues that may need to be negotiated. Issues include workload, compensation, technology/distance education, and Unit B. There will be a meeting with some Illinois Federation of Teachers (IFT) representatives to help formulate negotiation strategies.

Katz anticipates that the negotiations will begin in March. If anyone is interested in participating in the negotiations, contact Katz. In response to a question, she stated that faculty members do not have to be in the union to be part of a task force (but, if not, that person would not be a voting member). She recommended that faculty members who are interested in being part of the negotiation team be tenured.

Katz stated that Associate Provost Peggy Woodard is the chief negotiator for the administration. The administration has indicated an interest in two issues: change in calendar from a trimester to a semester schedule and a traditional ranking system for professors.

Dimitroff asked the Senate to consider how it will articulate with the union during negotiations. It was suggested that the UPI work with the Senate since academic issues overlap with union issues, such as compensation. Katz stated that the UPI negotiation process is more concerned with numbers, and it can sometimes lose sight of academic issues. She also stated that some UPI executive board members are members of the Faculty Senate. A Senator commented that it would be counterproductive to have recommendations from the Faculty Senate that are different from the union.

Concerns were raised regarding the extent of the Faculty Senate's involvement in union issues. The Senate's focus should be academic issues; the Senate as an institution should not be negotiating. Rank and calendar are academic issues. If the Senate plays a role in union business, the Senate could get politicized.

It was agreed that the faculty members should constantly communicate amongst each other on negotiation issues. It was suggested that Senators volunteer to sit on the union negotiation task forces. The Senate needs to get as much information as possible from Katz and give as much information as possible to her. Johnson recommended that union issues be placed on the Senate agenda for discussion. There was no disagreement, so Dimitroff will add union issues as a standing discussion agenda item. Dimitroff indicated that the Senate still has the option to establish its own task forces to research issues, as needed.

A Senator commented that everyone should be careful during negotiations in using "us versus them" language. Dimitroff clarified that the administration has established a good relationship with the Senate. The Senate has an advisory role to the Provost regarding academic issues. It was also clarified that the union represents all faculty members, not just those who belong to the union.

The Senate discussed changing the calendar from trimesters to semesters with a summer session. Comments included the following.

- There should be no cut in pay, but there should be a reduction of teaching CUEs.
- The issue of the change in calendar is an academic issue (Katz responded that it involves compensation, too; therefore it's a union issue as well.)
- Since 2/3 of the base is income fund, SCH must be maintained.
- It seems there might be an opportunity for more research time--that's a strong point.

Johnson moved to defer the Old Business agenda items to the next meeting and continue with the New Business items. Graf seconded the motion. The motion was approved by majority vote (4 abstentions).

New Business

Civility Policy (Dimitroff)

Dimitroff stated that the Provost had asked the Senate to consider a civility policy. There was concern that it could somehow be integrated into the evaluation process. Culture drives civility, not policy. The UPI contract mentions civility so there is no need for a policy. Members of the academy have an academic responsibility to be civil. Diers, EPC Chair, stated that the proposed civility policy has not been submitted to the EPC yet. Parmenter moved that a policy on civility serves no meaningful purpose and that it has the potential to cause harm. Kasik seconded the motion. The motion was approved by unanimous vote.

Faculty Rank

The Senate discussed a traditional ranking system. Comments included the following.

- It might result in a better mentoring program; one major responsibility of professors is to mentor associate professors.
- It is good to have one title because it puts everyone on the same level. Responses to that statement were 1) "University Professor" is a pretentious title and misleading and 2) when professors leave GSU to go somewhere else, the title does not "fit."
- It is impossible to identify a peer group for salary comparison studies with the current title system. It hurts the faculty financially to not have rank.
- There should be a pay raise for each change in title.
- NCA recommended that GSU explore faculty rank.

Change of Calendar

This was discussed during the Bargaining Unit report.

Program Coordinators

The Senate discussed the issue of program coordinators. Comments included the following.

- Should program coordinators be limited to tenured faculty; it seems dangerous to disenfranchise senior faculty. Responses to that statement were 1) some senior faculty members have been asked to be program directors and have refused and 2) senior faculty members should take responsibility for leadership roles, including the role of program coordinator.
- What happened to the Organizational Restructuring Task Force? Carter, chair of the task force, stated that there was no interest/participation in the task force. He recommended that either the task force be disbanded or a new chair be appointed.

- The College of Health Professions continues to work on organizational issues because of accreditation criteria. In CHP, accrediting bodies assign more responsibilities to the position.
- There is a university-wide job description for program coordinators, but the roles and responsibilities of program coordinators vary by college.
- Program coordinators should not be able to make evaluative decisions.
- The responsibilities for program coordinators are part of the assignment of duties (AOD) process; therefore, it is an individual process.
- Program coordinators are faculty members so other faculty members cannot file grievances against them.
- Normally, there is no faculty input when assigning the program coordinators.

Proudfit moved that the FSEC collect the data regarding the roles and responsibilities of program coordinators, including job descriptions, the faculty status of each coordinator; and the CUE assignments for each coordinator. Kasik seconded the motion. Parmenter, past Chair of the APQ Task Force, stated that the task force was going to research that issue. If the task force is not disbanded, it might be more appropriate for that group to gather the data. Proudfit amended her motion to state that the FSEC *or some other body designated by the FSEC* collect the data. The motion was approved by unanimous voice vote.

Adjournment

Carter moved that the meeting adjourn. Johnson seconded the motion. The meeting adjourned at 3:00 p.m.