

9-18-2003

## AY 03-04 Meeting 2003-09-18

Faculty Senate

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**Governors State University**  
**Faculty Senate Meeting**  
**Minutes, September 18, 2003**

**Senators Present:** Michael Dimitroff, Heikki Heino, Dalsang Chung, Maribeth Kasik, Jay Shen, Bruce Wilson, Gary Lyon, Rashidah Muhammad, Emmanuel Alozie, Jeannine Klomes, Beth Hansen Shaw, Linda Proudfit, Mercedes Graf, MariEllen Leverage, George Garrett

**Guests:** Catherine Brady, Colleen Rock Cawthon, Deborah Holdstein, Nancy MacMullen, Catherine Tymkow, Nancy Shlaes, Marsha Katz, John Tuohy, Pete Mizera

Dimitroff called the meeting to order at 1:10 p.m. He recognized several people's efforts and support over the last year, including: Ralph Bell, Vice President; Maribeth Kasik, Parliamentarian; committee chairs Rashidah Muhammad, David Diers, and Jagan Lingamneni; and the Faculty Senate Executive Committee. The Senate dealt with some tough issues over the past year, and also developed an excellent relationship with the administration. Dimitroff also thanked Rock Cawthon, who volunteers to be the recording secretary, and Veronica Hunt, who volunteers to distribute agenda, minutes, ballots, etc.

**Approval of Minutes**

Kasik moved to approve the minutes of the June 19 and August 21, 2003, meetings. Graf seconded the motion. The motion was approved by unanimous voice vote.

**New Business**

Dimitroff acknowledged Brady's request to speak. She stated that she had a concern about the Senate seats in CHP and the election in general because of the following unique circumstances: 1) there was confusion about whether or not the department chairs are part of the Senate; if they are not, two Senate seats for CHP will be vacant; 2) owing to some of the personnel cuts resulting from the budget situation, some of the mail was misplaced; 3) the move into the FOC resulted in many documents being boxed up for weeks. Brady questioned whether the election was valid and whether there are vacant seats in CHP. Kasik moved that Dimitroff act as Faculty Senate President pro tem for the meeting. Muhammad seconded the motion. The motion was approved by unanimous voice vote.

Dimitroff stated that it was determined that the Department Chairs in CHP are classified as administrators. The Senate bylaws limit membership to faculty; administrators are excluded. A Senator added that some universities allow up to the division chair level to participate in Faculty Senate. Perhaps the Senate could discuss this option in the future. Dimitroff requested motions regarding the validity of the election and regarding the vacancy of seats in CHP. Muhammad moved to accept the elections. Proudfit seconded the motion. The motion was approved by unanimous voice vote. Graf moved to declare the two Senate seats currently held by Department Chairs (Bell and Carter) to be vacant. Lyon seconded the motion. The motion was approved by unanimous voice vote. Proudfit moved to hold a special election to fill the vacant seats on the Senate, two in CHP and one in UL/SAS/CELCS. Klomes seconded the motion. A Senator asked if there should be elections for the committee vacancies, too. Dimitroff responded that the Faculty Senate Executive Committee can appoint persons to those vacancies. The motion was

approved by unanimous voice vote. It was decided that officers would be elected after the vacant seats are filled, at the next regularly-scheduled Senate meeting.

Since the elections will take time, Proudfit moved to extend Michael Dimitroff's term as president for one month. Leverage seconded the motion. The motion was approved by unanimous voice vote.

Dimitroff asked that each of the Senators introduce his/herself. He welcomed the new Senators and returning Senators.

## **Committee Reports**

### **University Curriculum Committee (UCC) (Muhammad)**

Muhammad reported that the deadline for submissions to UCC for the AY04-05 catalog is October 31. The new forms (curriculum change, new course, delete a course, revise a course, etc.) are online at <http://www.govst.edu/ucc>. Hard copies are available in the Provost's Office. Muhammad stated that the forms can be completed and submitted electronically; however, signed hard copies must also be submitted to the Provost's Office. UCC will look at outcomes assessment more closely. Expected outcomes should be able to be measured by the assessment tools listed. It is the obligation of the committee to ensure that outcomes are stated in measurable standards. UCC meets every Thursday at 10:30. Agendas are set on Tuesdays prior to the meetings. Muhammad stressed that all changes to be included in the catalog—course descriptions, prerequisites, titles, etc.—must be submitted to the UCC by the deadline.

### **Administrative Report (Tuohy and Mizera)**

Vice President of Administration and Planning John Tuohy and Executive Director of Information Technology Services (ITS) Pete Mizera explained filtering options for SPAM. Mizera stated that currently ITS cleans e-mail with viruses and then sends the messages forward. The end result is that each person receives several hundred e-mail that are junk mail. Other options would be to delete all message with a virus or to clean and filter the messages. Eliminating the vast number of cleaned messages would help safeguard disruption of the system. Some Senators were concerned that a legitimate message may have the same title as a "virused" message. Mizera clarified that only infected messages would be eliminated or filtered. He also clarified that whatever process is chosen, that process will be used University-wide. Kasik made the following resolution: Be it resolved that the Faculty Senate supports the efforts of ITS in protecting the University community from SPAM e-mail without violating academic freedom by scrubbing, queuing, viewing, and deleting or forwarding infected e-mail. Muhammad seconded the motion. A Senator stated that she had sent e-mail to the national archives before and received the message "we did not open your e-mail because it had a virus." Perhaps GSU could do something similar. Mizera reminded the Senate that individuals have the options to request a receipt, which indicates that the receiver opened the e-mail. Dimitroff called to question. The resolution was passed by majority vote (1, no).

### **IBHE Faculty Advisory Committee (Kasik)**

Kasik reported that budget issues were addressed at the August 12 meeting. FY05 does not look any better than FY04. James Kaplan is the new Chair of IBHE. Kasik continues in her role as webmaster for the IBHE FAC, and she sits on the Budget Committee. Kasik intends to attend the IBHE Board meeting in October. She appreciates the president's support for travel.

### **Education Policies Committee (EPC) (Diers)**

There was no report.

### **Academic Program Review Committee (APRC) (Heino)**

There was no report.

### **University Assessment Committee (UAC) (Wojcik)**

There was no report.

### **Bargaining Unit (Katz)**

Katz stated that the UPI Welcome Back is scheduled for Wednesday, September 24, 3:00-5:00, in the Center for Performing Arts Lobby.

### **Faculty Senate Executive Committee (FSEC) (Dimitroff)**

Dimitroff will distribute the proposed bylaw changes to the faculty. The faculty members need to be given 20 days notice before voting on bylaw changes. Discussion and voting on the changes will be on the agenda for October.

Dimitroff informed the Senate that Bruce Friefeld, Chair of the Governors State University Board of Trustees, asked that a retreat with the faculty and the Board be arranged for the fall; hopefully, in October. Dimitroff would like the current Executive Committee to meet with him to develop agenda items for the retreat. Klomes moved that the current Faculty Senate Executive Committee continue for one month. Lyon seconded the motion. The motion was approved by unanimous voice vote.

### **Adjournment**

Proudfit moved to adjourn the meeting. Kasik seconded the motion. The meeting adjourned at 2:15 p.m.