9-19-2013

AY 13-14 Meeting 2013-09-19

Faculty Senate

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Faculty Senate Meeting
Minutes
September 19, 2013
12:00-1:00 PM Special Working Meeting
1:00-3:00 PM Senate Meeting
Hall of Honors

Senators in Attendance, Special Meeting:

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<tr>
<th></th>
<th>K. Boland-Prom (CHHS)</th>
<th>O. Ijose (CBPA)</th>
<th>V. Person (COE)</th>
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<td>X</td>
<td>Y. Brown (CAS)*</td>
<td>R. James (CHHS)</td>
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<td>D. Hechenberger (AL/COE)*</td>
<td>B. Parin (AL/CAS)*</td>
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*= Faculty Senate Executive Committee

Guests: No guests were present during the special meeting.

Special Working Meeting: Senate Standing Rules

Call to order, with quorum, at 12:06 p.m. by Faculty Senate President Muhammad.

Discussion of Proposed Standing Rules for AY 2013-2014

Faculty Senate President Muhammad asked that discussion of the proposed Standing Rules be focused on substantive problems; suggestions for minor edits should be sent to Faculty Senate Vice President Cortese.
Article I. Rules of Procedure

Section 1
Senator Essex voiced concerns about part F. She suggested adding "unless extra time has been scheduled on the agenda for a report or presentation by the particular senator." Senate Vice President Cortese suggested adding "unless additional time has been scheduled on the agenda." There was agreement on this latter wording. Senate President Muhammad suggested adding the same wording to part G.

(Parliamentarian Kasik stated that, at the end of the special meeting, there will be a vote on all changes in the proposed Standing Rules, unless there is an objection regarding a particular change.)

Senate President raised a question regarding exceptions to ten minute time limit and written report requirements stated in part H. Senate Secretary Winicki and Senate Vice President Cortese argued for the stated exceptions only. Cortese noted that the Faculty Senate will have the opportunity to change the Standing Rules in this and other regards later this year or next year.

Section 2
Part A: Senator Essex regarding h and i. The wording for these two items was clarified with reference to voting to receive reports, Senator Hechenberger noted that this is public and legal acknowledgement of the reports. Parliamentarian Kasik and Senate Vice President Cortese affirmed that the list in Section 2 A is the recommended order of business, but this order can be changed.

Section 3
There were no changes, except to divide the second sentence into two separate sentences.

Section 4
No changes

Section 5
Senator Boland-Prom suggested that, as stated, there must be a vote of senators to expell a guest, and there should be one person with authority to make such a decision. Senator Golland states that the only person who should have the authority to call university security is the Faculty Senate President. Senators agreed on changing the wording to “Faculty Senate President or designee, acting on behalf of the Faculty Senate.”

Section 6
Senator Hechenberger asked where “floor rights” are defined. Discussion regarding floor rights included verification from Parliamentarian Kasik that floor rights are conferred without a vote if
the guest is on the agenda. Senators agreed that the definition of floor rights be inserted in Standing Rules.

Section 7
No change

Section 8
The only change was to substitute “may meet” for “shall meet.”

Sections 9, 10, and 11
No change

Section 12
No change except deletion of "and those submitted from."

Article II. Senate Committee Structure

Section 1
No change

Section 2
After a brief discussion on the reason for requiring 2/3 vote of whole Faculty Senate, this section was kept except for the addition of the word “entire” (i.e., of the entire Faculty Senate) for clarification.

Sections 3, 4, and 5
No change

Section 6
Clarification that the meetings are at least once a month when faculty are on-contract was added.

Section 7
There was an addition of the sentence "Their senatorial seat shall not be declared vacant."

Article III. Records

There was a discussion regarding whether records should be available to just faculty or to the public. Senator Boland-Prom suggested that the current Standing Rules be available to the public and older versions to be accessible to the faculty and staff. The senators agreed that this is appropriate.
Senator Hechenberger made the motion to accept the Standing Rules as revised during the special meeting and edited according to any suggestions sent to Senate Vice President Cortese. Senator Wilson seconded. The motion passed with 23 yes votes, 0 no votes, and 1 abstention.

Senate President Muhammad requested that minor edits for typos be sent to Senate Vice President Cortese, who will forward the final draft to Senate Secretary Winicki for posting.

See attached final draft of Standing Rules for AY 2013-2014.

**Senate Meeting**

**Senators in Attendance, Regular Meeting:**

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* = Faculty Senate Executive Committee

**Guests:** D. Bordelon; G. Ejigu; A. Valente; J. Zhao; S. Gaffney

1. Call to order, with quorum, at 1:06 p.m. by Faculty Senate President Muhammad.

2. **Approval of August Minutes:** Senator Kasik made the motion to approve the minutes; Senator Person seconded. The minutes were approved with a vote of 23 yes, 0 no, and 2 absentions.
3. Confirmation of Committee Volunteers:
Faculty Senate Secretary Winicki read the list of those who had volunteered for various vacancies. Faculty Senate President noted that Senator She had volunteered for the Student Conduct Committee as the Faculty Senate representative.

Faculty Senate President called for a motion to accept all volunteers. Senate Hechenberger made the motion; Senator Washington seconded. The motion was approved by unanimous voice vote.

Senator Wadhwa volunteered to serve on the Graduate Studies Council as the second Faculty Senate representative. Senator Hechenberger made the motion to accept; Senator Essex seconded. The motion was approved by unanimous voice vote.

See attached Faculty Senate and Committee Roster as of Sept. 19, 2013.

4. Faculty Reports:
Educational Policy Committee: EPC Chair Tamulis presented information about proposed changes in Policy 16 Graduate Studies Policy and Policy 30 Transfer Credit for Graduate Students.

Tamulis explained that a "joint degree program" is planned and this program will allow shared credits across the two master’s degree programs in which students will be concurrently enrolled. EPC has discussed this and has proposed inserted the language allowing for limited shared credits in Policy 16 rather than in Policy 30, as was first proposed by the programs’ faculty.

Policy 30: Minor edits are proposed. A brief discussion regarding individual program faculty being able to set more rigorous standards for accepting transfer credit than that stated in university policy. Faculty Senate President Muhammad voiced concerns regarding restricting undergraduate registration in graduate courses to last trimester. Senator Winicki made the motion to delete "in the last trimester of thier studies; " Senator Kasik seconded. The motion was approved by unanimous voice vote.

Policy 16: There was discussion regarding the "joint degree program" that prompted the proposed revision in Policy 16. EPC Chair Tamulis stated that the program has been discussed in EPC. UCC Chair Parin stated UCC has approved this proposed program, although where the program will be housed is still an open question. Also, the program proposal has not yet been sent to APRC. Dr. Zhao
provided more information about the origins and rationale for the "joint degree program" and the need for revision in policy. She noted that the program still must be approved by both UCC and APRC. Senator Washington noted that GSU has never used the term "joint degree program." She suggested that, given that this is a new term, it should be a stand-alone point instead of a part of the “credit hours” section; in addition, it should stand alone in the catalog. A senator raised a question regarding the % of the shared credit allowed, and Dr. Zhao responded. Senator Ijose made the motion to accept the proposed Policy 16 revision with suggested edits; Senator Mengova seconded. The motion was approved with a vote of 24 yes, 0 no, and 1 abstention.

**University Curriculum Committee:** UCC Chair Parin stated that the committee’s minutes will be provided. Faculty Senate Secretary Winicki stated that a list of important proposals and approvals would be more helpful. Senator Parin announced that the deadline for catalog changes is Oct. 7.

**Academic Program Review Committee:** APRC Chair Gandy reported that APRC has approved proposals for a BA in Gender and Sexuality Studies and a Pre-Law Minor.

**Graduate Studies Council:** No report

**IBHE Faculty Advisory Committee:** Faculty Senate Vice President and representative to IBHE-FAC Cortese stated that it is meeting today and tomorrow (Sept. 19 and 20), and he will attend.

**Executive Committee:** Faculty Senate President Muhammad reported that she will attend the University Senate President/Chairpersons meeting on Sept 30 in Normal, IL.

(Administrators Bordelon, Ejigu, and Valente arrived at 1:50 p.m.)

5. **Administration Reports**

*Executive Vice-President Ejigu and Dean of Students Valente provided a report on Expansion of recreational and competitive sports at GSU.*

Exec. Vice President Ejigu summarized the history of this effort. He stated that he and Dean of Students Valente were asked by President Maimon to write a specific proposal and a white paper on this subject was presented to the Board of Trustee in August. After feedback from the Faculty Senate, they plan to present to the Board of Trustees at its next meeting.
A Power Point presentation followed. Dean of Students Valente spoke about the current state of facilities and current sports programs. Exec. Vice President Ejigu spoke about the benefits of competitive sports. Dean of Students Valente described possible future athletic facilities. Exec. Vice President Ejigu stated that the proposed athletic teams include: men’s and women’s basketball, men’s and women’s golf, men’s and women’s cross-country track, men’s soccer, table tennis, and bowling.

Gebe: Sports teams proposed include Men's and Women's basketball; Men's Golf; Women's Golf; Cross Country -- Men's and Women's Men's Soccer; Table Tennis (not recognize by conference; bowling. He stated that, in addition to these competitive teams, there are plans for a robust intra-mural program. Dean of Students Valente stated that the best fit conference for GSU is NAIA, which would require limited travel for games/matches. Exec. Vice President Ejigu spoke about plans to hire an athletic director, first on a part-time basis, and for taking steps for joining the NAIA.

In response to questions from senators, Exec. Vice President Ejigu stated that they project that by the 5th year after joining the conference, the direct revenue and costs will be even. This includes estimated costs for facilities, director, insurance, scholarships, etc. On the revenue side, there are anticipated enrollment increases. The cost of improving existing facilities is estimated to be a half million dollars. In response to a question about the source of initial funding, Exec. Vice President Ejigu stated that year-end left over funds will be used. Faculty Senate President Muhammad asked that senators send additional questions to her.

Provost Bordelon:

Due to time limitations, Provost Bordelon presented very brief reports on several topics. With regard to Financial Aid, she stated that they were working on improving service. With regard to First Year Admission, Provost Bordelon provided materials that describe the admissions criteria. She said that the Early Placement and Placement Committee will be meeting with EPC soon. Senator Essex asked if a new proposal for Policy 34 is being sent to EPC; Provost Bordelon said that she will ask Dean Hill to send a proposal for revision of the interim policy to EPC. Provost Bordelon stated that AP credit for freshmen is being reviewed. She noted that, in order to obtain the desired 270 students in the first cohort, about 312 must be given admission. Provost Bordelon ended with brief statements about the Academic Master Plan Committee and current searches.

(Administrators and other guests left at 2:52 p.m.)

6. Faculty Senate President Muhammad moved the meeting into **Executive Session at 2:53 p.m.** Several senators left, but quorum was maintained.
There was discussion of the status of division criteria across the university. The Faculty Senate decided not to issue any statement regarding support for UPI efforts.

A motion to extend the meeting by 5 minutes was approved at 3:08 p.m.

There was discussion of the proposal for expanded athletic facilities and programs. Proposal and appropriate responses. The Faculty Senate acknowledges receipt of the proposal, but it will not offer any statement of support.

Adjournment: 3:15 p.m.

Next Meeting: October 17, 1:00-3:00 p.m., Hall of Honors

Respectfully submitted,

Barbara Winicki
Faculty Senate Secretary

Attachments:

Faculty Senate Standing Rules, approved Sept. 19, 2013
Faculty Senate and Committee Roster, as of Sept. 19, 2013
GOVERNORS STATE UNIVERSITY
FACULTY SENATE STANDING RULES

Articles:
I. Rules of Procedure.
II. Senate Committee Structure.
III. Records.

ARTICLE I. RULES OF PROCEDURE

SECTION 1

A. The rules of procedure for the meetings of the Faculty Senate, except as may be otherwise specified in the Senate Bylaws, shall be those of Robert’s Rules of Order, Newly Revised.

B. All definitions in the Standing Rules shall reflect those definitions set forth in the Bylaws.

C. All motions, except as may be otherwise specified in the Bylaws or Standing Rules, shall be determined by a simple majority of the votes cast. The role of the Parliamentarian is advisory only, unless the individual is a Senator.

D. Election of officers of the Senate shall be by secret ballot during the first Faculty Senate Meeting of the academic year during which a new term of office begins. In the event of a tie, the Parliamentarian shall report the results, and a revote shall be immediately recast until a winner is determined.

E. Each academic voting unit eligible under the provisions of Article III of the Bylaws shall elect its Senate Executive Committee member from among its elected faculty senators present at the first meeting of the academic year.

F. Senators may not speak more than 5 minutes at a time, unless additional time has been scheduled on the agenda. If the Senator goes over the limit, the Senate President, with advice from the Parliamentarian, will call time. If the Senator requests additional time, an exception shall be approved by a majority vote of Senators present.
G. Announcements and Reports from Guests shall be limited to no more than 10 minutes, unless additional time has been scheduled on the agenda, upon which the floor shall be opened for discussion. If the Guest goes over the limit, the Senate President, with advice from the Parliamentarian, will call time. If the Guest requests additional time, an exception shall be approved by a majority vote of Senators present.

H. Guests, other than the Provost or their designee, wishing to report to the Faculty Senate shall provide a one-page summary of their presentation to the Executive Committee, and the Guest shall be present to answer questions at the Faculty Senate meeting for which their item in placed on the agenda.

SECTION 2

A. The President shall set the order of business at each regular meeting of the Senate. The recommended order of meetings is the following, and the order of business may be altered upon simple majority of Senators attending:
   a. Call to order by presiding officer
   b. Approval by vote of the agenda, and communications to the Senate from Senators
   c. Approval by vote of previous minutes
   d. Action items
   e. Announcements by the Senate President, excluding Executive Committee reports
   f. Announcements including correspondence accepted without vote
   g. Unfinished old business
   h. Receive any reports of all committees
   i. Receive any report of the Executive Committee
   j. New business
   k. Announcements and Reports by the University President, Provost, or their designee
   l. Comments and recommendations

B. Order and adjournment is called by the presiding officer.

SECTION 3

The Senate shall appoint Ad Hoc or Task Force committees to consider subjects not already assigned to Standing Committees of the Senate. These Committees shall be terminated when the specific task or objective is completed. The Faculty Senate shall reaffirm their duties no later than the end of the Senate year by a majority vote. Reports of actions taken by the Senate, including its Committees, shall be included in the Senate record.

SECTION 4

New Standing Rules of the Senate and Amendments to these rules may be voted upon by a simply majority vote, provided that the amendments have been presented in writing to the Faculty Senate
President six days before a regular meeting of the Senate Executive Meeting. New Standing Rules or Amendments shall be considered for inclusion in the agenda for either of the next two meetings of the Faculty Senate. This section, or parts thereof, may be temporarily suspended by unanimous consent of the Senators present.

SECTION 5

The Senate President has the discretion to invite any person to attend a Senate or Executive Committee meeting and to speak within limits set by the Senate. Guests do not have voting rights. If the presence of a guest is disruptive or a hindrance to the order of business, or limits the discussion by Senators due to the nature of the topic, the Senate President or designee, acting on behalf of the Senate, has the discretion to ask the guest to leave.

SECTION 6

A. The University President, Provost or their designee shall meet with and provide written reports to the Executive Committee for consideration by the Faculty Senate. The Provost, as the chief academic officer, or their designee, is a liaison between Administration and the Faculty Senate, and therefore is extended the privilege of floor rights, but does not have voting rights.

B. As stated in the Bylaws, Art. 6, Sec. 7(A), all current Senators shall have floor rights at Senate meetings. Floor rights for Guests in attendance may be extended at the discretion of the voting members of the meeting. Floor rights are conferred without vote if the Guest is placed on the agenda.

C. Floor rights provide the right that a Senate or Guest may speak when acknowledged by the Senate President or Presiding Officer.

SECTION 7

The Senate and its Executive Committee have the right by its simple majority vote to go into executive session. When an executive session is approved, all guests must leave the meeting place unless particular guests are invited to stay by simple majority vote.

SECTION 8

The Bargaining Unit President or their designee may meet with and provide written reports to the Executive Committee for consideration by the Faculty Senate. The Bargaining Unit President, as representative of the faculty’s interests as a collective bargaining group, or his/her designee is a guest of the Faculty Senate, and extended the privilege of floor rights, but does not have voting rights.

SECTION 9

The Senate may periodically request written or oral reports from Committees to update the Senate on its work.
SECTION 10

The Senate President shall prepare the agenda of each meeting and circulate a draft to the Senators no fewer than 48 hours prior to the meeting, together with electronic copies of the minutes of the last preceding regular meeting and of any intervening special meeting, and any written reports from Standing, Ad Hoc, or Task Force Committees.

SECTION 11

Senators participating via teleconference or videoconference, by a majority vote of Senators present, shall be considered present and in attendance for purposes of determining the existence of a quorum and any vote on motions.

SECTION 12

Meeting Minutes for Faculty Senate, and its Standing, Ad Hoc, and Task Force reports and minutes shall be housed electronically on the Faculty Senate website.

ARTICLE II. SENATE COMMITTEE STRUCTURE

SECTION 1

Each Standing Committee, with the exception of the Executive Committee, shall be composed of at least seven (7) regular members with one representative from each College, one member from the Library, and two At-Large.

SECTION 2

The membership of Standing Committees may include faculty other than persons currently serving as Senators, but only a Senator shall be eligible to chair such a committee without the authorization of the Faculty Senate by two-thirds (67%) majority of the entire Senate.

SECTION 3

All Standing Committees may add to their membership (consistent with the Bylaws, and with the recommendation of the Executive Committee and approval of the Faculty Senate) nonvoting resource personnel on the basis of their position, interest, expertise, or membership in a particular sector of the University community. Committees may add resource personnel on either a continuing or an ad hoc basis depending on the issues before the committee.

SECTION 4

With approval of the Executive Committee, a Standing Committee Chair may request a temporary increase in voting membership of the Committee, certified yearly by the Faculty Senate. Incumbency of membership on standing committees, with the exception of the Executive Committee, shall be for staggered terms of two years.
SECTION 5

A. The Executive Committee and the Senate Officers are subject to the orders of the Senate and none of their acts shall conflict with action taken by the Senate.

B. Although the Executive Committee does not have the responsibility of initiating Faculty Senate action, it shall have the responsibility of developing long-range plans for Faculty Senate activities.

SECTION 6

Regular meetings of the Executive Committee shall be scheduled at least once a month when Faculty are on-contract.

SECTION 7

The Parliamentarian may be from the Faculty as defined in Article I of the Bylaws, and may also simultaneously be a Senator. Upon appointment to Parliamentarian, their Senatorial seat shall not be declared vacant.

ARTICLE III. RECORDS

SECTION 1

The Standing Rules adopted for the current academic year shall be accessible online, replacing previous versions.

SECTION 2

Previous versions of Standing Rules shall be archived online and accessible to the University.
Governors State University  
Faculty Senate and Committee Roster  
Academic Year 2013-14  

**Faculty Senate**

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* Faculty Senate Executive Committee AY 2013-2014

**Liaisons to Non-Faculty Senate Committees:**

- **Graduate Studies Council**: Catherine Tymkow
  Sarena Wadhwa
- **Student Conduct Committee**: Xiaobo She
### Academic Program Review Committee (APRC)

1. Farouk Shaaban (2012-14) CBPA
2. Christopher White (2013-15) CAS
3. Sandra Gandy (2013-15) CE (Chair, AY2013-14)
4. (2012-14) CHHS
5. Michel Nguessan (2012-14) UL
7. Feng Tian (2013-15) AT LARGE
8. Robert Sinclair (2012-14) AT LARGE

### University Curriculum Committee (UCC)

1. Olumide Ijose (2012-14) CBPA
2. Carlos Ferran (2012-14) CBPA
4. David Golland (2012-14) CAS
5. Glenna Howell (2013-15) CE
6. John Cook (2012-14) CE
7. Roberta O’Shea (2012-14) CHHS (on sabbatical)
8. Melanie Ellexson (2012-14) CHHS
9. (2013-15) UL
10. Beth Parin (2013-15) AT LARGE (Chair, AY 2013-14)
11. Judy Berglund (2012-14) AT LARGE

### Educational Policies Committee (EPC)

1. Farouk Shaaban (2012-14) CBPA
2. Steven Wagner (2012-14) CBPA
3. Xiaoyong Chen (2012-14) CAS
4. Elizabeth Johnson (2012-14) CAS
6. Lorenzo Flores (2012-14) CE
8. Darrin Aase (2012-14) CHHS
10. Andrius Tamulis (2013-15) AT LARGE (Chair, AY 2013-14)
11. Catherine Tymkow (2012-14) AT LARGE
Faculty Contract (UPI) Committees (see UPI contract for descriptions)

University Personnel Committee (tenured Unit A faculty only)

1. J. Simon (2013-16) CBPA
2. M. Bruce (2012-15) CBPA
3. R. Johnsen (2013-16) CAS
4. M. Carrington (2011-14) CAS
5. B. Winicki (2012-15) CE
6. E. J. Johnson (2013-16) CE
7. D. Diers (2011-14) CHHS
8. K. Boland-Prom (2013-16) CHHS
10. E. Alozie (2013-16) AT LARGE
11. S. Estep (2011-14) AT LARGE

Academic Program Elimination Review Committee
(Tenured Unit A faculty only)

1. T.J. Wang (2011-14) CBPA
2. B. Wilson (2013-16) CAS
3. J. Klomes (2011-14) CE
4. R. James (2013-16) CHHS
5. M. Nguessan (2011-14) UL
6. E. Alozie (2011-14) AT LARGE
7. D. Chung (2013-16) AT LARGE

University Wide Committees

Policy Monitoring Committee (This is a Board of Trustees Bylaws committee; it meets to review violations of BOT policies.)

1. (2013-15) AT LARGE
2. D. Golland (2012-14) AT LARGE
3. (2013-15) AT LARGE
4. (2012-14) AT LARGE
Institutional Review Board of Human Subjects Research

1. P. Guimond—CAS  (Faculty Senate Appointment)
2. P. Mohanty --CBPA  (Faculty Senate Appointment)
3. M. Kasik—COE  (Faculty Senate Appointment)
4. R. Theiss—CHHS  (Faculty Senate Appointment)
5. P. Blobaum– UL/DLMD  (Faculty Senate Appointment)
6. D. Schuit- CHHS  (Provost Appointment) (co-chair)
7. S. Gaffney – CBPA  (Provost Appointment)
8. C. Jacobson - CAS  (Provost Appointment)
9. D. Rhea - CAS  (Provost Appointment) (co-chair)
10. L. Richardson - Community  (Provost Appointment)

COMMITTEE REPRESENTATIVES

ILLINOIS BOARD OF HIGHER EDUCATION (IBHE FAC)

1. D. Cortese  (2013-17)  Representative
2. L. Levinson  (2013-17)  Alternate

Faculty Representatives to the Board of Trustees committees:  [opportunity to attend Board of Trustees committee meetings (usually quarterly on a Friday morning prior to a full board meeting) and receive committee packets and information]

ACADEMIC AFFAIRS COMMITTEE (BOT)

1. David Golland  (2012-14)
2. Shaalein Lopez  (2013-15)

FINANCE AND BUDGET COMMITTEE (BOT)

1. Walter Henne  (2012-14)
2. Susan Ji  (2013-15)

HUMAN RESOURCES (BOT)

1.  (2012-14)
2. Vicki Person  (2013-15)