

9-16-2010

AY 10-11 Meeting 2010-09-16

Faculty Senate

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**Governors State University
Faculty Senate
Minutes September 16, 2010**

Senators (Present = X):

<u> </u> E. Alozie	<u> X </u>	B. Essex	<u> X </u>	R. Muhammad
<u> </u> A. Andrews	<u> X </u>	S. Gandy	<u> </u>	B. Parin
<u> X </u> P. Blobaum	<u> X </u>	H. Heino	<u> X </u>	W. Rudloff
<u> X </u> M. Bruce	<u> X </u>	W. Henne	<u> </u>	A. Sanders
<u> X </u> M. Carrington	<u> X </u>	R. James	<u> X </u>	A. Shekib
<u> </u> D. Cepa	<u> X </u>	T. Kelly	<u> X </u>	C. Tymkow
<u> X </u> D. Cortese	<u> X </u>	J. Klomes	<u> X </u>	B. Winicki

Guests: President Elaine Maimon, Executive Vice President Gebe Ejigu, Provost Terry Allison, Marsha Katz, Will Kelley, Jagan Lingamneni

1. Call to Order and Welcome to Returning and new Senators and Visitors

Heino called the meeting to order at 1:06 pm, called the roll, and welcomed the returning and new senators and visitors.

2. Election of President

Blobaum made a motion that the Faculty Senate reject Heino's resignation as Senate president. Shekib seconded the motion. The motion passed by voice vote. Heino agreed to continue serving as Faculty Senate president.

Muhammad made a motion that Administrative Reports be moved to #3 on the agenda. Rudloff seconded the motion. The motion passed by voice vote.

3. Administration Updates and Reports

Maimon deferred to the Provost and Executive Vice President for the Administrative Report, but asked for questions about her address during yesterday's University Convocation. A senator asked whether the Leadership doctoral program will be ready to admit students a year from now. Maimon replied that Bordelon had suggested that the program might be ready in a year, but Maimon agreed that in the meantime, required procedures must go through the appropriate committees. Another senator appreciated Maimon's remarks about moving master's programs into the twenty-first century. A senator asked about the certainty of receiving money from the state for E and F wing renovations. Maimon replied that capital funds from the state are different from operating funds. GSU has "all the right paperwork" from the state, and the university is doing things that it has never done before regarding renovations, such as seeking LEEDS certification. Governor Quinn has not made a formal announcement awarding the money to GSU because the university decided to decouple its need for necessary paperwork with the governor coming to GSU.

Another senator stated a concern with declining enrollment in master's programs, and Maimon agreed that it is an important issue. She said that some GSU master's programs are doing well, however, and the rest of the university should examine those programs for keys to success. She said that GSU also should look nationally at high quality institutions, and examine how they are successful with master's programs. Maimon said that GSU is doing well with undergraduate enrollment, but that the university needs an initiative to rethink its master's programs. Allison said that some trends of declining graduate enrollments are national, but nonetheless, some programs at

other schools are growing. A senator stated that a few years ago the direction of GSU changed, and it seemed that graduate education was de-emphasized as a priority. A discussion ensued about whether undergraduate education was emphasized at the expense of graduate education, and whether it is possible to increase growth in undergraduate and graduate programs at the same time. Allison stated that it is possible to increase enrollments in undergraduate and graduate programs at the same time. Maimon stated each person has a right to state his or her analysis of current enrollment trends. She said that the GSU administration's emphasis was, and is, on "both/and," meaning balanced growth in both undergraduate and graduate programs.

Allison announced that he will be hosting a Student, Faculty and Staff Forum on Thursday, September 23, from 2:00 to 3:00 in Sherman Music Hall, and invited all faculty to attend. He reported that Buyer has decided to return to her faculty position, so a search will begin for a new Director of Institutional Research. He reported that some colleges have elected members to the Academic Master Plan committee. He asked the Faculty Senate to elect an at-large member to the committee. He also reported that the Continuous Quality Improvement and Accreditation (CQIA) committee will be split into Assessment of Learning and Quality Improvement committees. A senator asked if the two new committees will be part of PBAC. Allison replied that they will not be; instead, they will report directly to the Provost. Allison also reported that a group of faculty will attend the HLC Assessment Academy in November. Allison also said that he wants to have a discussion about staff support for the Faculty Senate. Heino replied that he would like to expand the discussion to CUE allotments for Senate officers and standing committee chairs. Heino and Winicki will participate in the discussion with Allison.

Heino congratulated the administration on cutting down costs of overload, and asked Allison about faculty development. Allison replied that he met with James and Labriola, who gave him feedback concerning a half time faculty position to head a Faculty Development Center. A job description for this position will be posted soon. James reported that the Faculty Development Steering Committee met yesterday, and will adopt bylaws. The Steering Committee will become the Faculty Advisory Council, and will advise the faculty coordinator of the Faculty Development Center. Allison said that the coordinator would probably report to Woodard's position, and the committee would advise the coordinator. A senator asked if the advisory committee will have members who will be elected at intervals, and also asked if the coordinator would be a permanent position. Allison replied that the coordinator position would not be permanent, and that coordinators probably would serve terms. Heino said that the Senate can discuss the advisory committee's bylaws when they are ready, and the Faculty Senate could appoint members to the committee. James said that the advisory committee will have six voting members and one nonvoting member.

Ejigu reported that GSU is necessarily going through the following three temporary inconveniences:

1. Remodeling of the main entrance- Access through the main entrance will continue. The remodeling will take 90 days, and will be noisy, especially in the library. The result will be "one-stop service," especially for new students, and will include Registration, Student Accounts, Financial Aid and Academic Advising offices, which will be staffed during peak times. GSU will be putting into place a 2,000 ft² temporary building by Monday.
2. New signage- Work on new signage will begin November 1. No construction will be involved, and work will be completed by the beginning of the Spring semester. A senator was happy to hear about the new signage, but suggested that "police line" tape not be used on broken university doors in the future.
3. E/F wing and research lab renovations- These two projects combined will take two years. Ejigu is pleased with progress so far. Designs for the E/F renovations should be completed in 45 days,

and construction should begin in January. Because five classrooms and some offices will be lost during construction, GSU will keep using the temporary building. GSU also will bring in at least two modular classrooms. A senator asked where science labs will be taught during construction. Ejigu replied that teaching labs will not be affected during the first phase of construction.

4. Election of members to the Executive Committee

Senators from the individual colleges caucused to select one representative from each college to serve on the Executive Committee. At-large senators caucused with their home colleges. Executive Committee members selected are as follows: Cortese for CAS, Shekib for CBPA, James for CHHS and Klomes for COE, with Kelly as backup. The Faculty Senate officers will remain the same, with Heino as president, Winicki as vice president and Carrington as secretary.

5. Confirmation of Appointments to the Senate and Standing/Contractual Committees

Rudloff made a motion that the following people be appointed to standing and contractual committees: Shaaban to APRC, G. Johnson to UCC, Tymkow to EPC, Blobaum to UPC, Kelley to APRC, and Glass to the Program Elimination committee. Shekib seconded the motion. The motion passed by voice vote.

6. Appointments from CAS, COE and UL to the University Copyright Committee (two year term)

Heino announced that he received an e-mail from Dates-Casey in August asking for members to the University Copyright Committee. The committee needs members from CAS, COE and UL, and members do not have to be senators. Heino will send an e-mail asking for volunteers to Unit A faculty, and will invite Dates-Casey to next Senate meeting so that she can explain the committee's charge and rules for appointment of members.

7. Appointment to Academic Master Plan Committee (one member and one alternate)

The Academic Master Plan Committee has five faculty, including two Unit B faculty members, five members from administration, and one student member. The committee reports to the Provost. The Academic Master Plan formulated by this committee will come to the Senate for discussion and recommendations. Shekib moved to appoint Cortese and Muhammad as faculty and alternate faculty members, respectively. Henne seconded the motion. The motion passed by voice vote.

8. Appointment of Graduate Studies Council members

Heino said that he would like for the Senate to discuss the role of the Graduate Studies Council, including its bylaws and rules for election of members. He will put the discussion on the agenda for the October meeting. Winicki said that a decision has been made in the Provost's office that proposals for new programs should go to UCC, APRC and the Graduate Studies Council at the same time. She said that, instead, the Graduate Studies Council would like to serve in a "screening" role for new graduate programs. Rudloff made a motion to appoint Ruiz and Shekib as continuing members in open-ended terms on the Graduate Studies Council. Klomes seconded the motion. The motion passed by voice vote.

9. Approval of June, July and August Senate meeting minutes

The Senate reviewed the June, July and August 2010 minutes. Shekib moved to approve the June, July and August minutes. Winicki seconded the motion. The motion passed by voice vote, with Klomes abstaining.

10. Faculty Reports

Educational Policies Committee (EPC)

Essex distributed and reviewed an annual report (appended to these minutes). She reported that the Student Senate has sent a recommendation to EPC that the student e-mail policy not be implemented until appropriate technology exists at GSU for student e-mail accounts.

IBHE Faculty Advisory Committee (IBHE FAC)

No report.

University Curriculum Committee (UCC)

A senator asked why the deadline for curriculum changes for the catalog has been moved up to beginning of October. Heino replied that Parin had explained to him that because the semester ends earlier than in the past, it necessitated moving the date up. Another senator suggested that the deadline be moved two weeks up, to the middle of October, rather than to the beginning of October. Heino will work with Parin on the issue. Ejigu said that when GSU had only a printed catalog, catalog update deadlines were necessary. Now it is the on-line catalog that contains up-to-date information, and the on-line catalog is updated twice a year. The Provost's office will send Ejigu's clarification through Mayfield to UCC. Heino will attend the next UCC meeting. Senators discussed Parin's continuing absence from Senate meetings, and whether the problem can be solved.

Academic Program Review Committee (APRC)

Gandy was re-elected as chair of APRC. She reported that APRC has received a proposal for an EDS in School Psychology, submitted as a RAMER rather than a RNUI. Discussion ensued on whether this is appropriate procedure.

Graduate Studies Council

Winicki reported that the Graduate Studies Council is continuing its work on Policy 16.

Bargaining Unit

Katz reported that at the last meeting of the CUE Guidelines Committee, the primary issue discussed was program coordinator CUEs. She reported that the committee is inviting one program coordinator from each division in the university to attend the next meeting of the committee, on October 25 at 1:00. During this meeting the committee will look at job descriptions for program coordinators written by deans. Katz also reported that she talked to Slovak about minima guidelines, and they are at an impasse. She said that that the faculty union fall party will be October 28, from 3:30 to 7:00.

11. New Business

No new business.

12. Adjournment

Rudloff motioned to adjourn. The meeting adjourned at 3:06.

**EDUCATIONAL POLICIES COMMITTEE
2009-2010 ANNUAL REPORT TO FACULTY SENATE**

Committee Members and Meeting Schedule

The following faculty members served on the Educational Policies Committee (EPC) during the 2009-2010 academic year:

Elizabeth Essex – CHHS Representative and Chair
Tywanda Jiles – At-Large Representative
Gregory Johnson – UL Representative
Patricia Robey – At- Large Representative (as of Winter 2010)
Farouk Shaaban – CBPA Representative (as of Winter 2010)
Andrius Tamulis – CAS Representative
Julia Yang – At-large Representative (through January 2010)
Barbara Winicki – COE Representative

The Chair commends the faculty committee members for their hard work and dedication to committee service.

The committee thanks the following individuals for their support and contributions to the committee's work: Sandra Mayfield, David Curtis, Michelle Smith-Williams, Peggy Woodard, and Jill Stanley.

The committee met on the second and fourth Thursdays of the month through June 2010.

Policies Reviewed, Revised, and/or Drafted by EPC

The committee's work on specific policies and any subsequent actions by the Faculty Senate and University Administration were as follows:

- *Policies 9U and 9G/English Language Proficiency Undergraduate and Graduate Policies:* E. Essex presented the policies, as drafted by EPC in response to a proposal from the Graduate Council, to the Faculty Senate in September. The Senate requested several minor changes, which EPC subsequently addressed. The policies were then approved by the Senate and the University Administration.
- *Policy 26/Grading Policy:* An EPC revision of the policy was approved by the Faculty Senate in September 2009. However the General Counsel requested a number of revisions, mainly organizational in substance. EPC then reviewed and revised a new version drafted by S. Mayfield. The revised new version was approved by the Senate in February 2010 and then by the Administration. The approved policy includes a "Continued Registration" status as proposed by the Graduate Council.
- *Promotion and Tenure for Administrators:* A draft proposal for a policy concerning promotion and tenure for administrators was submitted to EPC by P. Woodard in fall 2009. The committee subsequently reviewed policies at several other state universities. D. Curtis presented a simplified draft policy to the committee in spring 2010. Further work on the policy was postponed pending the receipt of information requested from UPI related to the policy.

- *Policy 36/Credit through Evaluation of Prior Experiential Learning:* A revision of this policy had been proposed by the Graduate Council during the 2008-2009 academic year, but put on hold pending restructuring of the School of Interdisciplinary Learning. S. Mayfield presented a new draft revision of the policy to EPC in winter 2010. The committee subsequently conferred with a number of individuals involved with the CEEL process, including Sherilyn Poole, Jim Howley, Veronica Williams, and Lana Bilyk. B. Winicki and E. Essex completed a draft revision of the policy in July 2010, to be considered by EPC at the beginning of the new academic year.
- *Student E-mail Policy:* The Data Standards Task Force and PBAC IT-Committee submitted a policy concerning student e-mail to EPC on May 20, 2010. Linda Buyer, Chair of the Task Force, spoke to EPC about the proposal at the May 27 EPC meeting. EPC began review of the policy and expects to complete the review in fall 2010. The Student Senate has expressed concerns about the policy; a representative of the Student Senate will be invited to an EPC meeting to discuss their concerns.

Other Committee Work

Members of EPC met with representatives of the Higher Learning Commission (HLC) on November 17, 2009, during the HLC site visit. The EPC Chair was responsible for convening the meeting and inviting additional GSU faculty/personnel knowledgeable about the educational policy process.

B. Winicki and E. Essex created a chart tracking the status of posted GSU policies (e.g., when each policy was first approved, the date of the latest review, whether it is an interim policy). A number of policies that had been approved by the Faculty Senate appeared to have stalled either in the Provost's or Legal Counsel's Office. At D. Curtis' request, EPC created a short list of Senate approved policy revisions to be considered priorities for administrative action. The Administration subsequently approved and posted the Senate approved versions of the following policies:

Policy 5/Student Grievance Policy and Procedures

Policy 14U/Academic Standing, Undergraduate

Policy 14G/Academic Standing, Graduate

Policy 19U/Readmissions and Special Admissions, Undergraduate

Policy 19G/Readmissions and Special Admissions, Graduate

EPC began a systematic review of all posted policies on the GSU policy web page. The policies were divided among the committee members to review, with the goal of creating a list of priorities for EPC attention.

Respectfully submitted,
 Elizabeth Essex, Associate Professor
 EPC Chairperson
 September 6, 2