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## AY 01-02 Meeting 2002-03-21

Faculty Senate

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**Governors State University  
Faculty Senate Meeting  
Minutes, March 21, 2002**

**Senators Present:** Dave Parmenter, Jagan Lingamneni, Michael Dimitroff, Brad Johnson, MariEllen Leverage, Ann Vendrely, Russ Carter, Ralph Bell, Kyusuk Chung, Jun Zhao, Linda Proudfit, Jeannine Klomes, Donald Culverson, Mercedes Graf, Catherine Brady, Winfried Rudloff, Lydia Morrow Ruetten, Linda Geller

**Guests:** Colleen Rock Cawthon, Becky Wojcik, David Diers, Marsha Katz, Lisa Hendrickson, Chuck Connolly, Heikki Heino, Bill Nowlin

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

**Approval of Minutes**

Parmenter moved to approve the minutes of the January 17, 2002, meeting. Carter seconded the motion. The motion was approved by unanimous voice vote.

**Reports**

**Administration/Provost Office (Keys)**

Rock Cawthon, Coordinator of Academic Affairs, presented a proposal regarding holding the 2002 commencement off site. She noted that because of the two major construction projects on campus there are additional safety concerns in having the event in the tent. She also reported that having the 2002 commencement exercises at the Tinley Park Convention Center instead of on campus in a tent would be less expensive. If the event were held at the convention center, there would be two ceremonies on one day (June 2). The Cabinet requested input from each of the Senates before a final decision is made. Following a brief discussion, Johnson moved that the Faculty Senate supports moving the commencement exercises to the Tinley Park Convention Center this year only. Brady made a friendly amendment to add "owing to budgetary considerations and construction concerns. After the 2002 commencement exercises are completed, the Senate recommends that the effectiveness of the off-site location be evaluated." Johnson accepted the amendment. Bell seconded the motion, as amended. The motion was approved by unanimous voice vote. Rock Cawthon thanked the Senate for the opportunity to speak.

Dimitroff announced that there are still marshals needed for the 2002 commencement and asked that anyone who is interested should contact Kelly McCarthy. A Senator suggested that students in the University Honors Program could be marshals.

**University Curriculum Committee (UCC) (Vendrely)**

Vendrely informed the Senate that the UCC developed a statement on syllabus quality, which identifies problems and recommends how they can be addressed. A Senator noted that there is some confusion regarding the brief syllabus format, and that some faculty members think that the format is mandated. The UCC completed its review of the NEPR and will continue to review certificate program proposals as well as curriculum and syllabi requests/changes. There was a discussion of the lack of a clear definition of the roles and responsibilities of the UCC and the

APRC. It was agreed that Dimitroff meet with the Provost, the UCC Chair, and the APRC Chair to discuss and define the roles of the committees.

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

There was no report.

**Educational Policies Committee (EPC) (Diers)**

Diers reported that eight policies were presented to the Executive Committee. Two of those policies, *Academic Amnesty* and *Academic Standing*, were approved. Four policies were returned to EPC for changes, one was to be reviewed by the Executive Committee to see if it should exist with the current by-laws, and one was not discussed in depth. A new policy regarding certificate programs, drafted by Lisa Hendrickson, was presented to the EPC. Lingamneni, APRC Chair, stated that any policy regarding certificate programs should be submitted to APRC for review and recommendation.

**Academic Program Review Committee (APRC) (Lingamneni)**

Lingamneni reported that the APRC met on February 21 and March 7. The committee's primary activity was the review and recommendation of the proposed new program request (NEPR) for the MS in Emergency and Disaster Management. The APRC also had a substantial discussion about certificate programs. Lingamneni reported that Assistant Provost Martin informed the APRC that the President approved two certificate programs, which were recommended by UCC and had been previously recommended by APRC. Lingamneni stated that APRC did not recommend those certificate programs and that he had concerns about the review process for certificate programs. Lingamneni moved that the certificate programs be placed on hold and not implemented. Johnson offered a friendly amendment that "all certificate programs" instead of "the certificate programs" be put on hold. Lingamneni accepted the amendment. Parmenter seconded the motion. Hendrickson stated that APRC, under Chair Diane Dates Casey, recommended the two certificate program proposals in question. Rock Cawthon stated that last spring there was some confusion as to what parties received the UCC and APRC comments and recommendations. The chairs of the committees met with the Associate Provost and the Coordinator of Academic Affairs to discuss the most effective way to ensure that all the appropriate parties were informed of the recommendations of UCC and APRC. It was agreed that the Provost's Office would send copies of all the UCC and APRC comments to the faculty members who originated the proposals, their respective chairs, and their respective deans. The faculty members were asked to address the concerns and answer the questions of the committees, if any, and resubmit the documents. Nowlin commented that the APRC, under Chair Dates Casey, had recommended the two certificate proposals that his college had resubmitted to the UCC. He met with the UCC and answered their questions; UCC recommended the certificate proposals as well. A Senator commented that if the certificate proposals went through the process that is in place, there should be no reason to question their quality. Lingamneni stated that APRC intends to set standards based on a review of what other universities are doing with certificate programs. Lingamneni restated (and expanded) his motion that all certificate program proposals that are proposed or approved be put on hold and not implemented until the EPC has recommended a policy for approval and the APRC has reviewed it and has developed a set of standards for certificate programs, to be completed by June 1. Lingamneni called to question. The motion was not approved (12 no, 4 abstentions, 1 yes). Brady moved that no new certificate

program proposals be submitted for review until a certificate policy is finalized. Lingamneni seconded the motion. The motion was approved (3 no, 5 abstentions, 10 yes).

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

Wojcik reported that the UAC has been providing support to the program assessment coordinators. TracDat, software for tracking assessment data, workshops are being scheduled. If anyone has questions about TracDat, he/she should contact Brad Johnson. Johnson noted that ISU has adopted TracDat. Two satellite video teleconferences, *Teaching and Assessing for Critical Thinking* and *Are We Testing What We are Teaching?*, were broadcast on February 22 and March 7. Some UAC members, faculty, and staff attended the videoconferences. The program/unit assessment summary reports are being submitted. The UAC will review those reports and provide feedback to the programs.

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

Katz informed the Senate that the contract negotiations started. The faculty team met with the administrative team on Tuesday, March 19. It was an introductory meeting. There was no discussion of specific issues, and no issues were officially put on the table. Until the contract is signed, there will not be much to report. The current contract expires August 31, 2002. The administration has identified a few major issues, which would impact several parts of the contract. Those issues are change in calendar and change in rank, with an emphasis on scholarship. In response to a question as to whether or not the union has determined a position on rank, Katz replied that the union will wait until the administration puts something definite about rank on the table. At this time, the faculty is divided on that issue. The union has identified key issues to be workload, compensation, CUE guidelines, and evaluation. In response to a question about the status of retired professors, Katz stated that the administration agreed to give the title "retired professor" to the faculty retirees, to list them in the catalog, and to allow them to continue to have e-mail access.

There was some discussion as to whether or not union issues should be discussed at the Senate meeting. The Senate requested that the discussion be off record, and it was determined that the administrative/professional employees excuse themselves. Nowlin, Hendrickson, and Rock Cawthon (recording secretary) left the meeting.