

12-15-2011

AY 11-12 Meeting 2011-12-15

Faculty Senate

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Faculty Senate Meeting Minutes

**December 15, 2011 1:00 -3:00 PM
McGee Hall of Honors**

Senators in Attendance:

| | | | | | |
|---|-----------------------------|---|--------------------------|---|--------------------------|
| X | E. Alozie (AL/CAS) | X | W. Henne (CAS) | X | W. Rudloff (CAS) |
| | Y. Brown (UL/DLMD)* | X | R. James (AL/CHHS) | | A. Shekib (CBPA) |
| X | M. Bruce (CBPA) | X | E. Johnson (CAS)* | X | F. Tian (CBPA)* |
| X | D. Cepa (CHHS) | | V. Jones (CAS) | X | C. Tymkow (CHHS) |
| X | D. Cortese (CAS)* | X | T. Kelly (COE) | X | R. Washington (CHHS)* |
| X | E. Essex (CHHS)* | | J. Klomes (COE)* | X | B. Winicki (COE)* |
| X | S. Gandy (COE)* | X | M. Marion (AL/COE) | | |
| | D. Hechenberger (AL/COE) | X | R. Muhammad (AL/CAS)* | | |

* = Faculty Senate Executive Committee

Guests: T. Allison, Shea Dunham, Kerri Morris, Steven Wagner

Call to order at 1:07 by Faculty Senate President Muhammad.

1. Administrative Report by Provost Terry Allison

Provost Allison reported that on December 6 the IBHE approved GSU's proposal for admitting first-year students. He also reported on the Kresgie Foundation Grant for GSU's dual-degree program; \$850,000 will pay for transfer specialists at community colleges and a peer-mentoring program. The GSU Board of Trustees approved MS in Mathematics and EdD in Interdisciplinary Leadership program proposals at its December 9 meeting. Provost Allison stated that, if internal reviews are completed by February 7, then additional program proposals can be brought to the Board of Trustees at its next meeting. In October, the Board of Trustees did a first read of a policy on intellectual property. The new policy, which was developed in consultation with a patent attorney,

distinguishes between things owned completely by faculty member versus partial ownership by university. Faculty would have 33% ; 30% is typical. A brief discussion followed, and Provost Allison ended by stating that there will be a second read of the new policy at the February Board of Trustees meeting.

2. *November 2011 Faculty Senate meeting minutes:* Tymkow moved approval; Bruce seconded. The minutes were approved by unanimous voice vote.

3. New Business

Use of 500/5000 level courses for UNDG/GRAD

- Provost Allison reported that this isn't really a Datatel issue; there is a work around, but as set up have to say that a course is either graduate or undergraduate. In renumbering, many previous 500-level courses were set up as cross-listed 400 and 600 levels. There was a discussion of the definition of 500-level. Provost Allison said that such courses would have same requirements for G and UG. Muhammad reported that all 500-level courses should require at least one more assignment for graduate students. There was a question about assignment of CUEs. Provost Allison stated there is a work-around so two sections (U/G) are treated as the same course. He noted that a working group is needed to address this.

Datatel grading

- Muhammad reported that over 300 students have not received grades. Senators stated that immediate email notifications would be very helpful; Provost Allison said he would check on whether that can be done again. He also stated that there have been reports of instructors not being able to submit. Discussion focused on problems such as use of Continuing Registration, which is being treated by Datatel as an Extended Incomplete. Provost Allison stated that he will check on these issues.

Self-Plagiarism

- Muhammad stated that there are reports of students using the same paper for multiple courses. Discussion touched on use of plagiarism software and whether the problem is the lack of specificity in assignments. A senator noted that all instances should be reported and administrators, as well as faculty, should enforce this aspect of academic honesty.

Textbook Theft

- Muhammad reported on groups of students sharing textbooks, photocopying, and returning to bookstore. Discussion of possible solutions included the possibility that the bookstore not accept returns unless course dropped, asking students to bring textbooks to class, and the use of course packets. The cost of textbooks was mentioned as a cause, but, even though old editions can be purchased very inexpensively, the bookstore will not allow ordering of old editions.

4. Items for Discussion

Academic Master Plan

- Muhammad stated that there is need to expand committees in order to make the reviews possible in the timeline indicated in the flow chart of new programs proposed under the AMP.

General Education Task Force

- Muhammad read the charge of the General Education Task Force and the members' names (see attached). The Task Force will work with CASLO and will review current general education requirements distributed across the disciplines (math, humanities, social sciences, etc.). The Task Force will create the core general education requirements (list of courses), but the faculty will be responsible for writing the syllabi. Discussion included questions about members of Task Force who have not taught undergraduate courses and coordination of community college requirements. Provost Allison and Senate President Muhammad noted that the requirements must transfer according to the state requirements to meet transfer credits.

Vacancies

- Parliamentarian for the Faculty Senate: Muhammad asked for a volunteer to replace Paul Blobaum; Winicki suggested Maribeth Kasik be contacted.
- Institutional Effectiveness Committee: Muhammad noted that two Senate representatives are needed. Provost Allison gave a brief explanation of the purpose of this committee, which will address institutional uses of data for decision-making and institutional improvement but will not address undergraduate learning outcome assessment. Senator Walter Henne volunteered, and Linda Buyer will be contacted by Muhammad to see if she would be willing to serve.
- UCC: There are two vacancies, one At Large (M. Marion resignation) and one for UL/DLMD. The Faculty Senate ByLaws state that the vacancy can be filled by President for the remainder of the term. Muhammad noted the need to expand both UCC and APRC due to their heavy workload, and that consultant will be looking into that. Allison stated there has been more staff support for the Senate and committees. A senator notes that most campuses have a designated space for the Faculty Senate.

5. Faculty Reports and Discussion

- IBHE Faculty Advisory Committee: A written report was received from Aida Shekib.
- University Curriculum Committee (UCC): No report.

Discussion Related to UCC: A senator stated that the Senate vote taken in October needs to be rescinded even though M. Marion has resigned from UCC. The original motion was read from October minutes by Winicki. Washington moved for a revote to repeal the original motion, as there seems to be a consensus for removing it. Johnson seconded the motion to "repeal the motion and approval of the October meeting regarding chairs of the standing committees." A brief discussion followed and Muhammad called for a vote. The results were: Favor 8; Opposed 6; Abstain 1; motion carried. W. Henne moved "The issue of the eligibility of chairs of standing committees be evaluated with consultant;" Cortese noted that this involves Senate Bylaw requirements. The question was tabled until discussion during the next Executive Committee meeting.

(A motion to extend the Senate meeting by 5 minutes was approved.)

- Academic Program Review Committee: Gandy reported that three new program proposals had been approved (Ed.D. in Interdisciplinary Leadership; BS Information

Technology; MS in Mathematics). In addition the name of the minor in Gender Studies had been changed to Gender and Sexuality Studies.

- Educational Policy Committee -- Essex reported that EPC is recommending lowering the number of upper-division credits required, and this will be brought to the Executive Committee. EPC is currently working on a written description of the process of policy approval, including administration actions.
 - Graduate Studies Council -- Tymkow reported that Graduate Council Bylaws had been approved. There has been a discussion of the EdD in Interdisciplinary Leadership.
6. *Bargaining Unit* – Katz was not present, but Henne noted that 2012 is union election year, and there are slots for committee membership; an email will be sent.
7. Adjournment 3:10 p.m.

Next meeting scheduled for: Thursday, January 19, 2012, 1-3pm, McGee Hall of Honors

The Faculty Senate web pages have been updated with rosters and minutes.
www.govst.edu/facultysenate .

Respectfully submitted,

Barbara Winicki

Attachments:

- General Education Task Force Charge
- General Education Task Force Members
- Institutional Effectiveness Committee Memo



From: Rashidah Jaami` Muhammad, President, Faculty Senate

To: GSU Faculty

December 15, 2011

Greetings GSU Faculty

“The Faculty Senate will establish a Task Force, comprised of approximately ten to fifteen members, including two per academic college, one from University Library, and two or more Provost appointees, and volunteers, for the purpose of investigating best practices for general education and making recommendations for GSU general education requirements, in consultation with the appropriate Senate standing committees and other university committees.”

The General Education Task Force consists of the following members:

CAS: John Yunger (Biology) and Elizabeth Todd-Breland (History)

CBPA: Gökçe Sargut (Management) and Stephen Wagner (Management)

CHHS: Ann Vendrely (Physical Therapy) Maristela Zell (Social Work)

COE: Shea Dunham (Psychology and Counseling) and Steven Russell (Education)

Provost Allison’s Appointees:

Lisa Hendrickson (CAS Dean’s Office)

Clare Xueqing Tang (Computer Science)

Jason Zingsheim (Communication)

Javier Chavira (Art)

Provost Allison also requested that the following individuals participate, not as voting members:

Provost Allison (with alternate of Assistant Provost)

Dean Reinhold Hill, College of Arts and Sciences

Kerri Morris (English), CASLO Liaison

Tom Buller (Visiting Professor, Philosophy)

This General Education Task Force will work with CASLO (Committee on Assessment of Student Learning Outcomes) which is drafting student learning outcomes that it will present to the General Education Task Force as a starting point for discussion.

The General Education Task force members will be responsible for a significant amount of research on topics including the IAI, general education requirements, and the basic framework for general education courses. Thus, the General Education Task Force is charged with

- reviewing current General Education curriculums and requirements;
- developing a curriculum that meets the 37-41 credit hour bachelor's requirements in Communication (oral and written), Mathematics, Humanities and Fine Arts, Physical and Life Sciences, and Social and Behavioral and Social Sciences;
- creating the core general education curriculum that all entering first-year college students will be required to follow.

We are seeking the development of a General Education curriculum that honors the traditions of the past while meeting the global needs of the 21st century student. For example, the current General Education requirements call for courses in Humanities, Non-Western Humanities, and Fine Arts. Could these requirements, based on the learning outcomes, be met with one course, such as Eastern African Music and Culture? Other questions for the task force could concern composition, such as whether we provide writing tools for academic writers within the basic first-year composition courses. In addition, the General Education Committee could recommend

how composition and speech requirements might be expanded to include language variations and ESL students. Another area of consideration is whether GSU's implementation of a General Education core curriculum of the Illinois Articulation Initiative (IAI) include thematic approaches and if so, how? Should GSU's General Education requirements extend beyond the IAI to include a requirement of Civic Engagement, competency in a language other than English, sustainability, social justice? Or should there be any other required outcome for bachelor's students at GSU whether or not they begin at the freshman level?

Please Note: "by creating the core general education curriculum" we mean the General Education Task Force would determine which new or existing courses meet the requirements. While the GE Task Force will not write syllabi, they will develop catalogue descriptions that would provide guidance for faculty within the disciplines that would need to develop syllabi.

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- CBPA: Gökçe Sargut (Management) and Stephen Wagner (Management)
- CHHS: Ann Vendrely (Physical Therapy) Maristela Zell (Social Work)
- COE: Shea Dunham (Psychology and Counseling) and Steven Russell (Education)
- Provost Allison's Appointees:
 - Lisa Hendrickson (CAS Dean's Office)
 - Clare Xueqing Tang (Computer Science)
 - Jason Zingsheim (Communication)
 - Javier Chavira (Art)
- Provost Allison also requested that the following individuals participate, not as voting members:
 - Provost Allison (with alternate of Assistant Provost)
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 - Kerri Morris (English), CASLO Liaison
 - Tom Buller (Visiting Professor, Philosophy)

Governors State University

Interoffice Memorandum

Provost Office

To: Karen Kissel, Co-Chair
Kirstan Neukam, Co-Chair
(two Faculty Senate appointees)
Colleen Sexton, Chair, Education (CASLO liaison)
Reinhold Hill, Dean, College of Arts and Sciences
David Stone, FDM
Chip Coldren, Interim Assistant Provost
Lydia Morrow Ruetten, Interim Library Program Coordinator
Nick Battaglia, Enrollment Management
Director of Development (when person is selected)
Pete Mizera, ITS
Judy Ferneau (member and staff to the committee)
Terry Allison, Executive Sponsor
Gebe Ejigu, Executive Sponsor

From: Terry Allison, Provost/VP Academic Affairs
Gebe Ejigu, Executive Vice President

Date: November 21, 2011

Subject: Formation of an Institutional Effectiveness Committee

In order to address continuous quality improvement, GSU earlier formed a Committee on Quality Improvement and Assessment (CQIA), which was functional until the summer of 2010. At that time, following the recommendation of the exiting Chair of CQIA, then Dean Eric Martin, we decided to create two committees, one focused on the assessment of student learning outcomes and one more generally focused on institutional effectiveness and quality improvement for the whole institution.

In the fall of 2010, the Committee for the Assessment of Student Learning Outcomes (CASLO) was formed and began to participate in HLC's Assessment Academy, focusing on General Education outcomes, most notably, writing at the undergraduate level. More recently, CASLO has initiated another campus dialogue related to General Education, assessment of undergraduate student performance in verbal communication.

It is now past time to turn our attention to the other half of CQIA's work, institutional effectiveness. We would like to invite you to serve on GSU's Institutional Effectiveness Committee (IEC). The specific charge to the committee along with a draft membership list is attached. As you can see by the charge, IEC has a critical charge that includes some pressing deliverables, including a cogent response to the focused visit by HLC in April 2013 about GSU's institutional effectiveness.

Please e-mail Veronica Hunt to indicate your willingness to accept this appointment. As soon as we have your response, we will initiate a meeting, charge the committee, and then work with you to ensure that we are prepared for the HLC focused visit as well as for ongoing quality improvement.

Please contact either of us if you have any questions or concerns about accepting appointment to the IEC. Thank you.