

8-23-2012

AY 12-13 Meeting 2012-08-23

Faculty Senate

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**Faculty Senate Meeting
Minutes
August 23, 2012 1:00-3:00 PM
D1496**

Senators in Attendance:

X	E. Alozie (AL/CAS)	X	O. Ijose (CBPA)		B. Parin (AL/CAS)*
	K. Boland-Prom (CHHS)	X	R. James (CHHS)	X	V. Person (COE)
X	Y. Brown (CAS)	X	E. Johnson (CAS)	X	A. Tamulis (CAS)*
X	D. Cortese (CAS)*		V. Jones (CAS)	X	F. Tian (CBPA)*
X	E. Essex (CHHS)*	X	M. Kasik (COE)	X	C. Tymkow (CHHS)
		X	J. Klomes (COE)*		R. Washington (CHHS)*
	L. Geller (UL)*	X	C. Luo (CBPA)		B. Wilson (CAS)
	D. Hechenberger (AL/COE)	X	R. Muhammad (AL/CAS)*	X	B. Winicki (COE)*

* = Faculty Senate Executive Committee

Guests: T. Allison, S. Gandy, A. Latham, E. Maimon, E. Ruiz

1. Call to Order by Faculty Senate President Muhammad at 1:07 p.m., with quorum.
2. *Administrative Reports*

GSU President E. Maimon: President Maimon expressed her thanks for senators' service to the university. She stated that AY 2012-2013 will be an exciting one as GSU builds a model twenty-first century university. President Maimon invited senators' thoughts on creation of innovative programs. President Maimon noted that she intends to attend only those Senate meetings that require presidential attention. (President Maimon left the meeting at 1:15 p.m.)

Provost Allison: Provost Allison stated that students were still registering, so many had a late start. A senator commented that some students believe that GSU still begins classes after Labor Day. Provost Allison said that next year (i.e., AY 13-14) the fall semester will begin one week later. Provost Allison provided information about a report on college completion, *Crossing the Finish Line* by Bowen, Chingos,

and McPherson. The report raises questions about the predictive reliability of ACT and SAT test scores with regard to college completion. Provost Allison suggested that this study be considered in development of the undergraduate admissions policy.

Associate Provost Latham: Associate Provost Latham provided two documents focusing on Division Criteria revision process for consideration. She asked for feedback on the two documents, which included a draft template that might be used across divisions. She noted that there should be more standardization of both format and criteria in the Division Criteria. A senator asked if the UPI had participated in developing the documents; she noted that there are contractual issues involved. Associate Provost Latham stated that that nothing being proposed conflicts with the UPI agreement; Provost Allison noted that the proposal does not involve contract or criteria content. UPI President Ruiz stated that the UPI agreement does not include the division criteria and that details are not part of negotiations. She noted that, based on her experience with grievances, vagueness in criteria can lead to questions regarding decisions. Several senators commented on the proposed template and the timeline for developing and implementing new division criteria. Associate Provost Latham stated that she would like to start the discussion and development of draft revisions as soon as possible. She asked that the Faculty Senate provide organization and processes for the revision of the division criteria across the university. A senator commented that the deadline for the draft revisions might be too soon because there is a need for cross-division criteria development prior to work in the individual divisions. Another senator affirmed that there should be a general discussion regarding problems that have been encountered with the current division criteria, including differences across divisions. A senator suggested asking the current and recent members of UPC to provide input regarding issues that they have found in applying the division criteria.

Associate Provost Latham ended her report with the announcement that vendors for SEIs will be invited to campus and that a committee exploring use of e-portfolio has been formed. Faculty Senate President Muhammad will survey faculty regarding dates for the vendors' campus visits.

(Provost Allison and Associate Provost Latham left the meeting at 1:55 p.m.)

3. Elections: Faculty Senate President Muhammad announced new senators:
 - CBPA Olumide Ijose; Changyue Luo
 - CAS: Andruis Tamulis
 - COE: Vicki Person

Senate President Muhammad stated that there are still vacancies on several committees. She will call for volunteers. She noted that Glenna Howell volunteered for UCC and Catherine Tymkow will serve as an At Large member on EPC. Muhammad asked that the senators caucus in college groups in order to select representatives to the Faculty Senate Executive Committee. The results were as follows:

CAS: A. Tamulis

CBPA: F. Tian
CHHS: R. Washington
COE: J. Klomes

University Library will be represented by L. Geller, who is the only senator from that unit.

4. Minutes from May and June, 2012, Faculty Senate meetings:

May minutes: Kasik moved to approve the minutes; Cortese seconded. There was an edit offered by Senator Klomes. Cortese moved approval of the May minutes with edit; Tymkow seconded. The minutes, as edited, were approved by unanimous voice vote.

June minutes: An edit was offered by Muhammad. Kasik moved approval of the minutes with edit; Tian seconded. The minutes, with edit, were approved by unanimous voice votes.

5. Faculty Reports:

Educational Policy Committee -- Essex presented a revision of Policy 5 Student Grievance Policy and Procedures. She noted that the previous version of this policy contained no timeline for dean and provost decisions. EPC made a few other changes, including defining a few of the terms used in the policy. There was a brief discussion of the use of "working days." A senator suggested adding the phrase "for purposes of this policy" to prevent unintended use in other contexts. A senator noted that there should be limits on the number of times a student can request an extension on filing a grievance; a brief discussion followed. A senator suggested that the policy allow a one-time only extension of the original 30-day deadline after the event for filing a grievance. Muhammad moved that the revised policy, with the two changes noted above, be approved; Cortese seconded. The policy was approved by unanimous voice vote. Essex submitted a written report of EPC's work during AY11-12 (see attached).

IBHE Faculty Advisory Committee – No report.

University Curriculum Committee – A written report was sent by Parin (see attached).

Academic Program Review Committee – Gandy announced that the committee had not yet met. She submitted a year-end report of APRC's AY 2011-2012 work (see attached).

Graduate Studies Council -- Tymkow announced that the committee had not yet met.

Executive Committee – Faculty Senate President Muhammad announced that the General Education Task Force would like to speak to the Senate during its September meeting. The Admissions Task Force would also like to speak to the Senate during its September meeting. In addition the Campus Campaign would like to report to the Senate.

6. Bargaining Unit – UPI President Ruiz stated that she appreciates support and patience during the transition period. She noted that she has been in contact with faculty at NEIU regarding e-portfolio. The change to e-portfolio was faculty-driven at NEIU. Ruiz noted that preparation for contract negotiations should begin as soon as possible. Emails and surveys asking for input will be sent. Ruiz announced that the new grievance officer is Brian McKenna of CBPA. There was a discussion of negotiation processes and the possibility of drafting a Senate resolution.

7. Adjournment at 2:57 p.m.

Next Meeting: September 20, 2012, 1:00 to 3:00 McGee Hall of Honors

Respectfully submitted,
Barbara Winicki
Faculty Senate Secretary

Attached:

EPC AY2011-2012 Report
UCC Report
APRC Report

**EDUCATIONAL POLICIES COMMITTEE
2011-2012 ANNUAL REPORT TO FACULTY SENATE**

Committee Members and Meeting Schedule

The following faculty members served on the Educational Policies Committee (EPC) during the 2011-2012 academic year:

Elizabeth Essex – CHHS Representative and Chair
Josh Sopiartz – UL Representative (starting in November)
Patricia Robey – At-Large Representative
Farouk Shaaban – CBPA Representative
Andrius Tamulis – CAS Representative
Catherine Tymkow – At-large Representative
Barbara Winicki – COE Representative

The Chair commends the faculty committee members for their dedicated work.

The committee thanks Colleen Rock, administrative liaison to EPC, for her support and contributions to our work.

EPC met on the second and fourth Thursdays of the month from August 25, 2011 through May 24, 2012.

Policy Actions

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

- *Policy 6/Withdrawal.* The EPC and Senate-approved revision of this policy was approved by the President in fall 2011 and posted on the University Policies webpage.
- *Policy 5/Student Grievance Policy and Procedures.* EPC revised the policy, mainly to make timelines for the grievance process more logical and clear and adding timelines where missing. The revisions will be considered by the full Faculty Senate towards the beginning of the fall 2012 semester.
- *Policies 9U and 9G/ English Language Proficiency Undergraduate and Graduate Admission policies.* The Admissions Office, through Nick Battaglia and the Provost, expressed the desire to allow the International English Language Testing System (IELTS) as a test for language proficiency, in addition to the Test of English as a Foreign Language (TOEFL). E. Essex contacted Yakeea Daniels, Director of Admissions, requesting that she submit the required paperwork for EPC review.

- *Policy 16/Graduate Studies Policy.* In March 2011, the Graduate Council submitted to EPC a major policy revision to the current Policy 16. EPC worked extensively on the policy in spring of 2011 and made final revisions in August 2011. The revised policy was approved by the Faculty Senate in September 2011. Subsequently the Graduate Council requested a specific revision related to the definition of 5000 level courses. EPC worked with the Graduate Council on new wording for the specific section, and this revision was approved by the Faculty Senate in May 2012.
- *Policy 25/Baccalaureate Degree Requirements.* At the Provost's request, EPC considered changing the minimum number of upper division credits per this policy. J. Sopiarcz researched the requirements at other institutions. EPC's final revision of Policy 25, with changes in the minimum number of upper division credits, was approved by the Faculty Senate in February 2012 and subsequently by the Administration, to become effective in fall 2012.
- *Policy G7/Graduate Course Repeats and Policy 47/Repeating Courses.* The Graduate Council submitted a proposal for a new graduate policy that would limit the number of course repeats and link the number of course withdrawals to course repeats. Provost Allison asked that EPC consider the policy change for undergraduates as well. EPC requested data from Institutional Research related to course repeats and withdrawals. However the data was not yet available due to implementation of the new Datatel system. Further review of this policy was put on hold until the data become available.
- *Policy 60/Policy on Undergraduate Minor.* An earlier version of this policy was approved by the Faculty Senate in 2004, but never posted on the University Policies webpage. EPC reviewed and revised the earlier version. EPC's new version was approved by the Faculty Senate in May 2012 and subsequently by the Administration. The Policy goes into effect in fall 2012.
- *Policy 64/Networking and Computing, Network Security, and Wireless Computing.* EPC provided input to IT about this policy. A. Tamulis, as a member of both EPC and the PBAC-IT Policy Subcommittee, served as liaison in this endeavor.
- *Student Email Policy.* EPC began review of a student email policy draft, dated 10/25/2011, that was given to the committee by C. Rock.

Other Committee Work

EPC and the Provost's Office collaborated in creating a new *Academic Policy Approval and Implementation Procedures* document describing the procedures and process of educational policy review. The document includes procedures for requesting a policy change or revision and the subsequent roles of EPC, the Senate Executive Committee, the full Faculty Senate, the Provost's Office, and the President. It has been posted on both the EPC web page and the University Policies webpage.

The committee began to prepare for GSU's planned admission of lower division students. EPC

member B. Winicki compiled a list of educational policies that may need revision in light of this change. EPC member J. Sopiarcz joined a Faculty Senate Admissions Standards Working Group that is researching possible changes in GSU's admissions policy. Following a change in the Faculty Senate By-laws related to Committee size, EPC decided to increase the number of committee members starting in fall 2012, with two representatives from each of the Colleges, rather than one. Rationale for this change was the anticipated increase in committee work in preparation for the admission of lower division students.

Members of EPC met with Joerg Tiede, consultant hired by the Faculty Senate, on April 8, 2012.

EPC conferred with C. Rock to increase conformity between official GSU educational policies and the GSU academic catalog.

Respectfully submitted,
Elizabeth Essex, Associate Professor
EPC Chairperson
August 19, 2012

GOVERNORS STATE UNIVERSITY UNIVERSITY CURRICULUM COMMITTEE

Report to Faculty Senate

August 23, 2012

UCC, is happy to welcome, new appointed member, Olu Ijose. Nancy Miller has retired and there are few open spots on UCC if anyone would to request to Faculty Senate to fill a position.

At this time, there has been NO date set, from the President or Provost office, for submitting new program changes for the Freshmen and Sophomore. As soon as there is UCC will announce it immediately.

Once again, UCC is making the announcement that the 2013-2014 catalog submission deadline, for inclusion in the catalog is Friday, October 5th.

When completing syllabi please follow the syllabi format found on the UCC website.

Grammar and style issues will be referred back to the dean and chairperson, rather than loss of time by UCC in editing. If the Catalog sections require major wording and grammar revisions, those portions will also be referred back to the dean and chair for editing.

A hard copy of the materials and signed sheet for UCC review must be sent to the Provost office and a final copy of the syllabus needs to be sent to the UCC email box, at UCC@govst.edu.

Once UCC approves the submission and after signed in the Provost's Office, the final copy --subject, FINAL Provost Approval-- will be distributed to the program.

UCC, again will meet every Monday from 1:00 – 3:00. At times there are all day meetings scheduled to meet deadlines. The weekly agenda for UCC will be based on submissions received by Thursday of the previous week; exceptions may be made for

reconsiderations of previously submitted items or special circumstances. If there are any questions please contact myself

Beth Pain at bparin@govst.edu or UCC at UCC@govst.edu

Kind Regards, Beth Parin

Report prepared by Beth Parin-Norris, UCC Chair

APRC, AY 2011-2012

Proposal	Status	Action taken	Comments	Date
Clinical Mental Health Counselor Certification	Reviewed	Returned for revisions		Oct 13, 2011
Marriage & Family Counselor Certification	Reviewed	Returned for revisions		Oct 13, 2011
Anthropology and Sociology	Reviewed	Questionable category Returned	Submitted as Annual Listing: Resubmitted as RAMER: Should be RNUI	Approved (2-9-12) Oct 27, 2011
Theatre and Performance Studies (Minor)	Reviewed	Conditionally approved with revisions	Approved	Oct 27, 2011 Nov 10, 2011 Dec 8, 2011
Gender & Sexuality Studies Minor (Name change)	Reviewed	Approved		Nov 10, 2011 (I didn't have form)
B. S, Information Technology	Reviewed	Conditionally approved with revisions	Approved	Nov 10, 2011 Dec 8, 2011
Master of Science in Mathematics	Reviewed	Conditionally approved with revisions	Approved	Nov 10, 2011
Ed. D Interdisciplinary Leadership	Reviewed	Returned for revisions	Approved	Nov 28, 2011
BA in Psychology, Concentration in Industrial/Organizational psychology	Reviewed	Conditionally approved with revisions	Approved	January 12, 2012 April 26
BA in Psychology, Concentration in Forensic Psychology	Reviewed	Conditionally approved with revisions	Approved	January 12, 2012 April 26
BA in Psychology, Concentration in Mindfulness Studies	Reviewed	Returned for revisions	Approved	January 12, 2012 May 24

B. A Political Science	3/16/2012	Reviewed April 12	Approved with minor revisions	April 26
CCCC	Reviewed		Approved	April 12?
BA in Elementary Educ	Reviewed	Waiting for more information	Approved	May 24
BA in Psychology, Minor in Industrial/Organizational Psychology	Reviewed	May 10	Approved with minor revisions	May 10
			Approved	May 24
BA in Psychology, Minor in Forensic Psychology	Reviewed	May 10	Approved with minor revisions	May 10
			Approved	May 24