

Academic Senate Executive Committee Minutes
Monday, January 28, 2008, 4:00 P.M.
(Approved)

Call to Order

Senate Chairperson Dan Holland called the meeting to order at 4:00 p.m.

Present: Larry Alferink, Allison Graham, Mark Cassata, David Horstein, Ted Mason, Farzaneh Fazel, Dan Holland, Susan Kalter, Ed Stewart, President Al Bowman, Paul Borg, Acting Provost Jan Murphy

Approval of Executive Committee Minutes of January 14, 2008

Motion XXXIX-32: By Senator Fazel, seconded by Senator Stewart, to approve the Executive Committee Minutes of January 14, 2008. The minutes were unanimously approved.

Distributed Communications:

01.24.08.01 From Susan Kalter: Recommendation for Formation of Admissions and Retention Review Committee

Senator Kalter presented a recommendation for the formation of an Admissions and Retention Review Committee. She stated that there was a need for such a committee since there is no formal structure for collaboration on recruitment and retention among faculty, staff and students. Senator Borg asked if Senator Kalter had consulted with Jon Rosenthal of Enrollment Management and Academic Services. Additionally, he noted that though the new committee might report to the Academic Affairs Committee, perhaps the proposal should be sent to the Rules Committee, as the formation of a new committee would fall with that committee's purview. Senator Borg said that he would like to see such a committee within the Senate's governance structure, but perhaps this should be an "advisory" rather than a "review" committee. President Bowman stated that the more the Senate was informed about such matters, the better, but a good first step would be for a standing committee to learn about what is happening now in EMAS and then decide on the committee's structure. Provost Murphy asked that the matter be considered after she discussed the issue with Jon Rosenthal. She stated that there may be an overlap of what this committee would do and what already occurs. She added that it may be just a matter of a formal reporting to the Senate on these issues. The Executive Committee agreed to continue its discussion at the next Executive Committee meeting on February 11, 2008.

01.24.08.02 From Larry Alferink/Rules Committee: Service Awards Committee – Revised Proposed Addition to Academic Senate Blue Book

The Rules Committee presented the proposal to add the University Service Awards Committee to the Senate's *Blue Book* as an External Committee of the Senate as an Information Item on the December 5, 2007. After the December 5th Senate meeting, the Rules Committee rectified the reporting status of the University Service Awards Committee. In the earlier draft, the committee was directed to report to both the Rules Committee and to the Provost. The revision structures the reporting so that the Provost will be informed of the committee's recommendation, but the Faculty Affairs Committee will actually have oversight of the committee. Ms. James recommended that the committee be filled as the other External Committees were filled rather than by a dean's nomination. She stated that she and Linda Wellenreiter had had difficulties finding members to serve on the Service Awards Committee each year when the college offices were contacted about committee vacancies. Provost Murphy stated that she had no difficulty filling committees, such as the Academic Planning Committee, through the deans' recommendations. Senator Holland added that there were fewer faculty members each year who volunteered to serve on the External Committees of the Senate. The item will come before the Senate as an Action Item on February 6, 2008.

01.24.08.03 From Larry Alferink/Rules Committee: Disestablishment of Academic Units Policy-Revised

The Rules Committee eliminated the statement which permitted the initiation of a proposal to disestablish an academic unit by "any member or members of the University community". Instead, the committee listed within the policy those individuals who were allowed to initiate the proposal; this list included the President and Provost, as well the "affected unit". Senator Fazel stated that it was not clear who would be the spokesperson for the "affected unit" if it were not the dean or department chairperson/school director. Senator Holland stated that it could be a curriculum committee within the affected unit. Senator Kalter asked if a unit could be disestablished if a curriculum committee disagreed with a

dean's or chair's decision to do so. Senator Alferink stated that a curriculum committee would not vote on the proposal to disestablish, but that the dean or chair would bring a proposal to disestablish to the attention of a curriculum committee for its consideration. Senator Holland added that a dean or chair could initiate the proposal without the concurrence of a curriculum committee, but that the curriculum committee would have a role further along in the process. He emphasized that the section in question concerned only the initiation of the process for disestablishment.

An additional revision to the policy occurs in the "Request for Investigation of an Academic Unit's Decision Not to Disestablish an Academic Unit" in that, in cases where the academic unit has both a graduate and an undergraduate focus, the Provost will form a committee comprised of "all" members of the UCC and Graduate Curriculum Committee, rather a select number of members. Provost Murphy asked Senator Alferink why "center" was deleted as one of the units permitted to initiate the process. Senator Alferink responded that a "center" was an administrative unit and this policy addressed academic units. The policy will come before the Senate as an Information Item on February 6, 2008.

Proposed Agenda for Academic Senate for February 6, 2008:

Academic Senate Meeting Agenda
Wednesday, February 6, 2008
7:00 P.M.
OLD MAIN ROOM, BONE STUDENT CENTER

Call to Order

Roll Call

Approval of Minutes of January 23, 2008

Chairperson's Remarks

Student Body President's Remarks

Administrators' Remarks

- ***President Al Bowman***
- ***Acting Provost Jan Murphy***
- ***Vice President of Student Affairs Steve Adams***
- ***Vice President of Finance and Planning Steve Bragg***

Committee Reports:

- ***Academic Affairs Committee Chairperson: Senator Waterstraat***
- ***Administrative Affairs and Budget Committee Chairperson: Senator Lonbom***
- ***Faculty Affairs Committee Chairperson: Senator Borg***
- ***Planning and Finance Committee Chairperson: Senator Fazel***
- ***Rules Committee Chairperson: Senator Alferink***

Action Item:

01.24.08.02 Service Awards Committee – Revised Proposal for Addition to Academic Senate Blue Book (Rules Committee)

Information Item:

01.24.08.03 Disestablishment of Academic Units Policy-Revised (Rules Committee)

Communications

Adjournment

Motion XXXIX-33: By Senator Borg, seconded by Senator Stewart, to approve the proposed Senate Agenda of February 6, 2008. The motion was unanimously approved.

Adjournment

Motion XXXIX-34: By Senator Fazel, seconded by Senator Stewart, to adjourn. The motion was unanimously approved.