

Academic Senate Executive Committee Minutes
Monday, February 25, 2008, 4:00 P.M.
(Approved)

Call to Order

Senate Chairperson Holland called the meeting to order.

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

Guest: Kathleen Lonbom, Administrative Affairs Committee Chairperson

Absent: President Al Bowman

Approval of Executive Committee Minutes of February 11, 2008

Motion XXXIX-47: By Senator Borg, seconded by Senator Graham, to approve the Executive Committee Minutes of February 11, 2008. Those in attendance on February 11 voted unanimously to approve the minutes. Senators Fazel and Stewart, who were unable to attend the February 11th meeting, abstained.

Distributed Communications:

02.21.08.02 From Frank Waterstraat/Academic Affairs Committee: Sense of the Senate Resolution in Support of Institutional Artifact Portfolio for General Education Program Assessment

The Executive Committee discussed the proposed Sense of the Senate Resolution in support of the Institutional Artifact Portfolio as the method for the assessment of the General Education Program. The proposal was submitted to the Senate Office by the Academic Affairs Committee Chairperson; however, the entire committee had not had an opportunity to review the resolution. For this reason and because the members of the Executive Committee made suggestions for revisions, the resolution was returned to the Academic Affairs Committee for further review/revision. Senator Fazel also requested a supplementary document summarizing the proposed plan for the assessment of the General Education Program be provided with the resolution when presented to the Senate. Provost Murphy stated that she would ask Dr. Mardell Wilson, Director of University Advancement, to provide this summary document.

Senator Kalter asked if there would be an opportunity for faculty to participate in the assessment process. Senator Stewart responded that faculty could participate and would be trained within a certain rubric. To further explain the assessment process, he added that assignments would be collected from faculty teaching General Education courses, certain numbers of those assignments would be selected at random and then the data would be compared after assignments were graded. He stated that Senator Kalter was correct in her assumption that the faculty member who submitted an assignment would not be the same faculty member who assessed the assignment.

Executive Session: Presidential Commentary Report

The Illinois Open Meetings Act, section 5 ILCS 120/2 section c, 1, allows for closed meetings to consider "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body".

Motion XXXIX-48: By Senator Borg, seconded by Senator Kalter, to enter Executive Session.

02.21.08.01 From Kathleen Lonbom/Administrative Affairs Committee: Presidential Commentary Report

The Executive Committee complimented the Administrative Affairs Committee on the excellent job the committee had done in creating the survey for the collection of feedback on the president's performance. The online survey was concise and offered participants the opportunity to respond to both closed-ended questions as well as an open-ended question for specific comments. The committee also offered the campus community the opportunity to submit hard copies of commentary anonymously to the Senate Office if they chose not to use the online survey. However, most participants preferred to submit their commentary online and less than ten hard copy responses were submitted to the

Senate Office. Senator Lonbom formally recognized Senator Kalter for her advice on creating a more meaningful survey to garner more campus attention. This was the first year in which the survey for presidential commentary was offered electronically and Senator Lonbom thanked Senator Holland for referring her to LILT, which provided the expertise for the construction of the online survey and collection of the comments electronically. She expressed her appreciation to the members of the Administrative Affairs Committee who worked diligently in preparing the survey, analyzing the data and composing the final report. She stated that she was extremely gratified by the incredible student response; over 500 students submitted commentary on the president's performance.

Senator Lonbom noted that the time allotted for response to the survey this year was shortened to a three-week period, which may have increased the number of responses, as compared to the two-month response time in the previous years. This year, over 1,000 members of the campus community responded; last year, 74 responses were received. The Administrative Affairs Committee also interviewed members of the administration for their feedback; Senator Lonbom suggested that this need not be done annually, but perhaps every five years.

The Executive Committee made no recommendations for revision to the report for the Administrative Affairs Committee's consideration. The Presidential Commentary Report will, therefore, be forwarded to the Board of Trustees as submitted by the Administrative Affairs Committee without revision. All copies of the report, except the copy stored in the confidential files in the Senate Office, were returned to the Senate Secretary for shredding. The Executive Committee also agreed to delete copies of the report received by e-mail.

Motion XXXIX-49: By Senator Borg, seconded by Senator Stewart, to end the Executive Session. The motion was unanimously approved.

Proposed Agenda for Academic Senate Meeting of March 5, 2008:

**Academic Senate Meeting Agenda
Wednesday, March 5, 2008
7:00 P.M.
OLD MAIN ROOM, BONE STUDENT CENTER**

Call to Order

Roll Call

Approval of Minutes of February 20, 2008

Chairperson's Remarks

Student Body President's Remarks

Administrators' Remarks

- ***President Al Bowman***
- ***Acting Provost Jan Shane-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***

Illinois Board of Higher Education Faculty Advisory Council Report (Professor Curt White)

Communications:

~~***02.21.08.02 — Sense of the Senate Resolution in Support of Institutional Artifact Portfolio for General Education Program Assessment (Academic Affairs Committee)***~~

Adjournment

Motion XXXIX-50: By Senator Borg, seconded by Senator Graham, to approve the proposed agenda of March 5, 2008. The Sense of the Senate Resolution was removed from the proposed agenda until the Academic Affairs Committee, as a whole, had an opportunity to provide input. The only other item on the agenda was the IBHE Faculty Advisory Council Report from Professor Curt White. The committee agreed to cancel the Senate meeting of March 5; Professor White's report will be distributed to members of the Senate by e-mail and he will be invited to attend the next scheduled Senate meeting. Though the Senate meeting was cancelled, the Internal Committees of the Senate will meet as usual.

Discussion

Availability of Student Loans Concerns

Senator Fazel informed the committee that students are facing radically different circumstances in obtaining student loans as compared to previous years. Many students are unable to obtain loans and are, therefore, unable to enroll in institutions of higher education due to their inability to meet the costs involved. Senator Alferink clarified that because of the national mortgage crisis, private lenders, which supply student loans, are restricting the number of loans granted. Senator Fazel asked if anyone within the campus community was investigating this issue. Provost Murphy responded that Jana Albrecht, Director of Financial Aid, would be the person who could address these concerns. Senator Fazel asked if the financial aid committee, which Provost Murphy referenced at the last Executive Committee meeting, could assist students in this situation in anyway. Provost Murphy stated that Jana Albrecht was a member of that committee, but that, currently, the committee was particularly focused on need and merit/talent-based scholarships. Provost Murphy stated, however, that, she would bring the issue of the availability of fewer student loans to the attention of Dr. Albrecht.

Student Recruitment and Retention Committee

Ms. James asked Provost Murphy if there had been any progress on the plan to add faculty and student members to the recruitment and retention committee, which was discussed at the last meeting. Provost Murphy stated that Jonathan Rosenthal would soon have the list of current committee members and would then look at adding a student and faculty component to that committee. Dr. Rosenthal is also looking at comparator and aspirant institutions in regard to the inclusion of faculty on committees involved in the admissions decision-making processes. Provost Murphy stated that Dr. Rosenthal would need a little more time to get this information, but that she would provide the Executive Committee with an update as soon as possible.

Midyear Faculty Raises

Senator Stewart inquired as to whether or not the Distinguished Professors were continuing to be included in the midyear faculty raises. Provost Murphy stated that Distinguished Professors were intended to be included and that she was almost positive that they had been. She added that she would check to make sure that this, indeed, had occurred. She added that if Senator Stewart provided her with the name of the specific Distinguished Professor in question, she would convey to him whether he/she had received a midyear raise.

Dean Search Processes

Senator Fazel inquired about the status of the search committee processes for the interim deans. Provost Murphy stated that the processes would move forward for the search for the College of Business, Mennonite College of Nursing and College of Applied Sciences Deans when the new provost, Dr. Everts, came on board in July. Senator Fazel stated that she and her colleagues in the College of Business were concerned about waiting for the installation of a new provost before starting the search. Provost Murphy responded that she was doing all she could to have everything in place so

that the search process could start as soon as possible. She stated that she was meeting with the college councils about scheduling a timeline for the searches as well as the composition of the search committees. Additionally, Provost Murphy stated that she would work with Dr. Everts, before her arrival on campus, on the job description and advertising for the College of Business Dean position. The search committee would then be ready to begin its work in early fall of 2008. She stated that Dr. McGuire, the current interim COB Dean, has a full two-year contract for that position, so the new hire would not be expected to begin until July 1, 2009. Provost Murphy added that she would inform the Senate, as is the procedure, by memo of the upcoming dean searches.

State of the Academic Impact Fund

Senator Kalter asked if the Provost routinely gave a report on the state of the Academic Impact Fund at the end of the hiring season. Provost Murphy said that she did not know if this was an annual report, but that she would be happy to share the status of the AIF with the appropriate committee and/or with the Senate. Senator Borg stated that the hiring season was ongoing as it varied by college. Provost Murphy said that she would speak to President Bowman about a report on the AIF and noted that they were analyzing data for a ten-year review of the fund. Senator Kalter stated that it would be helpful to have a presentation on the status of the AIF since a ten-year review was in progress and that perhaps Provost Murphy could make such a presentation to the Senate in March or early April. Provost Murphy suggested first bringing the discussion to the Executive Committee in four weeks. Senators Borg and Holland suggested that informing the Senate on the status of the AIF within the Provost's Remarks at a Senate meeting would be preferable to a formal presentation with so few Senate meetings remaining.

Adjournment

Motion XXXIX-51: By Senator Borg, seconded by Senator Stewart, to adjourn. The motion was unanimously approved.