

Executive Committee Minutes
Friday, March 8, 2002
2:00 P.M.
(Approved)

Chairperson Curt White called the meeting to order at 2:00 p.m.

Present: Curt White, Scott Kording, Jack Howard, la'Rufus Mitchell, Marian Hampton, Lane Crothers, Susan Winchip, Carolyn Bathauer

Excused Absences: Mark Albrecht, Vic Boschini, Eileen Fowles, Al Goldfarb

Guests: Betty Chapman, Eric Thomas

Approval of Executive Committee Minutes of 02/25/02

Motion XXXIII-101: By Senator Mitchell, second by Senator Howard, to approve the February 25, 2002 Executive Committee minutes. The minutes were unanimously approved.

Communications (oral):

- 02.28.02.02 From Wayne Ericson, Director of Student Health Services: Medical Services for Short Courses, Conferences, Workshops and Clinics - Summer 2002
- 02.28.02.03 From Robert Dean, Director of Laboratory Schools: *2000-2001 Annual Report for Laboratory Schools* (Copy Available in Senate Office)

ADDENDUM:

- 03.05.02.01 From Jill Call: President Boschini Absent From 3/8/02 Executive Committee Meeting
- 03.07.02.01 From Monica Umbaugh: Request for Nominations for Annual Minority Recognition Awards
- 03.07.02.03 From Jan Bremner: Civil Service/AP Employee Recognition Ceremony
- 03.07.02.04 From Jill Benson: Request for Nominations for Outstanding Student Leader Award

Communications (distributed):

- 03.01.02.01 From Chris Horvath: Financial Contributions to Outside Organizations
- 03.01.02.02 From School of Social Work: Announcement of Diversity Development Initiative Grant

ADDENDUM:

- 03.07.02.02 From Paul Borg: Memo re: the Following Policies**
- 11.16.01.03A Dean's List Policy
- 11.16.01.07A Final Exam Policy
- 11.16.01.08 Grading Practice Policy
- 02.12.02.01 College Level Examination Policy Revisions Proposal (In Executive Committee Packets of 2/25/02)
- 02.19.02.02 Majors, Comprehensive Majors, Interdisciplinary Programs and Minors Requirements Policy (In Executive Committee Packets of 2/25/02)

V. Proposed Agenda for Academic Senate Meeting of 03/20/02 at 7:00 P.M.

Call to Order

Roll Call

Approval of Minutes of March 6, 2002

Chairperson's Remarks

Student Government Association President's Remarks

Administrators' Remarks

Committee Reports

Information Items:

Advisory Items:

03.07.02.03 Recommendations Regarding the Following Policies (Academic Affairs Committee):

11.16.01.03A Dean's List Policy

11.16.01.07A Final Exam Policy

11.16.01.08 Grading Practice Policy

02.12.02.01 College Level Examination Program Policy

02.19.02.02 Majors, Comprehensive Majors, Interdisciplinary Programs and Minors Requirements Policy

Communications:

Adjournment

Senator White: All policy items of the addendum of the distributed communications are polices that the Academic Affairs has looked at and are forwarding to us for the next Senate agenda.

Senator Crothers: They are all offered on the next agenda as advisory items. I don't know what oversight role the Academic Senate plays in these matters.

Senator White: My feeling is that when policies come solidly into the academic area, those are items we should probably vote on, especially if they have to do with grades.

Dr. Eric Thomas: The first three policies are policies on the web site that just basically have editorial changes that do not change the substance of the policy. The College Level Examination Policy and the Majors, Comprehensive Majors, Interdisciplinary Programs and Minors Requirements Policy contain substantive changes.

Senator White: Then let's leave the others under advisory and place those two under information.

Motion XXXIII-102: By Senator Crothers, second by Senator Hampton, to approve the Senate agenda, as revised.

Senator Crothers: I would like to suggest that we hold a faculty caucus at the end of the meeting regarding next year's governance issues so that faculty may talk about who, if anyone, is thinking about running for Chairperson and Secretary of the Senate.

Senator White: That would be appropriate. We will invite the new senators to come to the caucus.

Dr. Betty Chapman: By whom was the majors policy on the agenda adopted in 1999?

Dr. Thomas: It must have been adopted by the Senate.

Dr. Chapman: Why would you have to bring it back to the Senate for adoption?

Dr. Thomas: It is not for adoption but to properly amend the policy on University web site.

Dr. Chapman: The web site is not a matter of policy. It reflects the policy.

Dr. Thomas: If you look at the web site and also our policy manuals, the web site *is* the official policy and supercedes everything else. At the time the Senate approved the Baccalaureate Degree document, it did not amend the majors policy on the web site, so the policy on the web site supercedes that document.

Senator Kording: I disagree. The Senate approved the document, but it just wasn't changed on the web site.

Dr. Thomas: I sent it to the Senate simply to bring it to your attention. If it doesn't need to go through an official approval process, I am happy with that.

Senator White: We appreciate that Eric. If the Executive Committee simply says that this is something we have already acted on and that this is basically a clerical issue, we can remove it from the agenda. The CLEP Policy, however, would remain as an information item.

Senator Kording suggested canceling the Senate meeting of March 20, 2002 altogether, as there were only two information items and three advisory items on the agenda, all of which could be delayed until the meeting of April 3, 2002. Senator White expressed his concern that the items on the March 20th agenda might involve lengthy debates and that there were a number of items expected from the Rules Committee for future Senate meetings, specifically the Faculty Ethics and Grievance/Academic Freedom Committee Policies and Procedures. Senator Kording informed the committee that the Academic Affairs Committee was not close to completing its revisions to the document. Senator White stated that he would prefer to have a short meeting to make sure that there would be sufficient time to discuss this substantial item should it come to a Senate agenda this semester. Senator Kording suggested that the internal committee meetings and faculty caucus could still take place, but that the student government needed the time of the March 20th Senate meeting to discuss the *March 27th* SGA agenda items in order to discuss the Student Code of Conduct on March 27.

Senator Crothers withdrew his motion to approve the agenda for the meeting of March 20, 2002.

Revised Agenda Proposed for Academic Senate Meeting of March 20, 2002:

Regular Senate Business for the Senate Meeting of March 20, 2002 Has Been Cancelled.

6:00 P.M. Internal Committee Meetings (Unless Otherwise Notified)

7:00 P.M. Faculty Caucus

Adjournment

Motion XXXIII-103: by Senator Kording, second by Senator Crothers, to approved the revised agenda. The agenda was unanimously approved.

VI. Discussion

03.01.02.02 Financial Contributions to Outside Organizations

Senator White: Chris Horvath, in his letter to the Executive Committee, is basically recommending that there should be a policy that gives guidance to the University in terms of working with organizations in which the criteria of our own values might be ingrained. I would think and the President is well aware of these issues. If there are no objections, I will discuss this matter with the President.

There were no objections.

02.20.02.01 Schroeder Hall Renovation Classroom Availability (Eric Thomas) (In Exec Packets of 2/25/02)

Dr. Eric Thomas: I am distributing to you updated information regarding the Schroeder Hall renovation classroom availability. It has taken me a good while to get all of this data together because it doesn't normally exist in this form.

We wanted to have very good data to find out if in fact accommodating those classes coming out of Schroeder Hall was going to be a problem. The total number of classes held in Schroeder Hall in 2001 was 425. The room availability for all time slots total 275 hours; therefore, we are short accommodations for 150 classes. I developed the guidelines for class schedules after speaking with the academic department chairpersons. The intent is for everyone to use the available time blocks and try to schedule classes as evenly as possible. Each time a class falls across another time block, it eliminates the time block for another class.

Regularly assigned classroom space is referred to as 110 space. Stevenson and Schroeder contain approximately half of the 110 space. There are 8,900 available seats on campus in the 110 pool. Another category of space is called 210 space. Departments and colleges, rather than the scheduling office, has control over this space. Some of those spaces are not utilized during the entire day, many of which are regular classrooms. My plan is to go to colleges and departments and ask which rooms we may use for classes.

Senator White had to leave the meeting due to another obligation and passed the gavel to the Senate Vice Chairperson to continue the meeting.

Senator Hampton: Our requirements are somewhat different than other colleges, especially in the performance areas. We have classes that are scheduled for two hours so that we can have the warm up sessions and then go into the work. I think that many academic classes don't work that way. Additionally, we have rehearsals that go on from the time classes are out all through the evening and on the weekends, so we are using our space very heavily.

Dr. Thomas: The problems are not confined to Fine Arts. There are a variety of places where activities go on longer than an hour or that do not fit into a regular time block. I have told individuals in these circumstances to try to fully utilize the time blocks. In most cases, they very rarely have only one class like that. They always have multiple classes like that. Therefore, I have asked them not to schedule a class in a two-hour time block and schedule nothing else in the rest of those time slots. You have more classes that meet for two hours. Balance them so that you are maximally utilizing the space.

Executive Committee members further discussed other options for time slots and alternative classroom space.

List Serve Policy:

12.04.01.01 Request to Review Policy (In Exec Packets of 2/6/02)

12.04.01.01A Request to Review Policy (In Exec Packets of 2/6/02)

Senator Kording: I am assuming that there is no information on the list serve policy, so we can leave that on for another week.

02.19.02.03 Automatic Reinstatement Policy

Senator Howard: Dr. Thomas suggested that the Automatic Reinstatement Policy probably should not have gone to the Academic Affairs Committee, but just to the Executive Committee.

Dr. Thomas: There are no changes in relation to academic standards, but changes to the actual reinstatement process itself. The first change involves setting a baseline below which if a student's GPA fell, the student would not be automatically reinstated the following semester even if he/she achieved a GPA of 2.1, which, as the policy is now, would automatically reinstate them. Instead, that student would go before the Reinstatement Committee. The second change concerns the group that routinely hovers around a 2.0 GPA. If for a semester, those students fell within a narrow range below a 2.0, they could be automatically reinstated.

Senator Kording: What are you asking the Executive Committee to do?

Dr. Thomas: I am asking the Executive Committee to basically sanction me to make those changes administratively.

Motion XXXIII-104: By Senator Crothers, second by Senator Howard, to remove reinstatement issue from the Academic Affairs Committee's agenda. The motion was unanimously approved.

Motion XXXIII-105: By Senator Crothers, second by Senator Mitchell, to authorize Dr. Thomas to make the changes as discussed to the reinstatement policy. The motion was unanimously approved.

06.08.01.14 *Extent of Student Teaching Policy*

Dr. Thomas: The Extent of Student Teaching Policy was brought back to the Executive Committee from last night's Senate meeting. I had the perception that it was not clear what was intended by this. All of our education programs have to be accredited by NCATE. In reviewing the student teaching component of various programs across campus, the CTE felt that our accreditation would not necessarily be in danger, but would be more assured if there were some uniform baseline in terms of the length of student teaching to which all programs had to conform. That is what this policy does. It does not change the content of the course.

Vidette/Student Election Issue

Senator Crothers: We had an extended discussion last time about the Vidette and student election situation. I wrote an e-mail regarding this matter and I am satisfied with the answer I received from the Faculty Advisor for the Vidette. I received no answer whatsoever from the Publications Board, which I find to be a fairly significant abuse of shared governance. However, in the absence of the Provost, President and Chair of the Senate, I will not press the matter at this meeting, but I will argue it vigorously at the next meeting.

10.25.01.02 *Proposed Benefit of the Better Grade Policy*

Senator Kording: Does anyone know when the Senate will get the Academic Standards Committee's recommendations on the Better Grade Policy?

Dr. Thomas: It is my understanding that all of those recommendations are approved by Academic Standards Committee and are sent to the Senate in the form of the minutes from Academic Standards. The minutes from Academic Standards were approved last Friday and sent to the Senate office on Monday.

Senator Kording: How do they get from Academic Standards to the Senate Academic Affairs Committee?

Senator Crothers: Items from Academic Standards always go to Academic Affairs, so it is within the authority of this committee to make such a recommendation.

Ms. James: I thought that we would receive something more than minutes from Academic Standards for the recommendations for the policy.

Dr. Thomas: The only time that we send minutes forward to the Senate is when there is an item contained within them that needs to be referred back to the Senate. When we have concluded our business on it, we send the minutes to the Senate office.

Senator Howard: So, what you are suggesting Scott is that it now go directly to Academic Affairs?

Dr. Thomas: Don't you want to look at them first?

Senator Crothers: It seems that something like that is commonly an oral communication and we are just forwarding an oral communication.

Motion XXXIII-106: By Senator Bathauer, second by Senator Howard, that the Academic Standards Committee minutes be forwarded to the Academic Affairs Committee. The motion was unanimously approved.

Adjournment

Motion XXXIII-107: By Senator Howard, second by Senator Bathauer, to adjourn. The motion was approved by standing vote.