

**Academic Senate Executive Committee Minutes**  
**Monday, August 20, 2007, 4:00 P.M.**  
**(Approved)**

***Call to Order***

The meeting was called to order by Senate Chairperson Dan Holland.

***Present:*** Allison Graham, Ted Mason, Mark Cassata, David Horstein, Dan Holland, Paul Borg, Farzaneh Fazel, Ed Stewart, Susan Kalter, President Al Bowman, Provost John Presley

***Absent:*** Larry Alferink

***Approval of Executive Committee Minutes of April 30, 2007***

Several members of the Executive Committee were unable to read the Executive Committee Minutes sent by e-mail due to computer compatibility difficulties. Therefore, the Executive Committee minutes will be resent and come before the committee for approval at the next Executive Committee meeting on Wednesday, September 5, 2007.

***Oral Communications:***

***07.02.07.01 From President Bowman: Surveillance Equipment Installation and Use Annual Notice (Senate Communication 8/29/07)***

President Bowman annually notifies the campus that certain parts of the campus are under surveillance. Surveillance equipment may be installed in areas in which there have been problems before or where there may be problems in the future. This notice will be added to the Senate Agenda of August 29, 2007 as a communication.

***07.30.07.01 From Susan Kalter: Recommendation to Examine Rules for Deleting Minors (Distribute to Academic Affairs Committee)/Parking Board Meeting Information (Distribute to Administrative Affairs and Budget Committee)***

**Senator Holland:** Senator Kalter has made a recommendation that the rules for deleting minors be examined by an internal committee of the Senate. You may want to also extend that to majors.

**Senator Kalter:** That would fine. So, a major could be deleted without consulting faculty?

**Senator Holland:** I have gone through and looked as best I can. There is a policy for deleting entire academic units. Any changes to curriculum are officially supposed to start out at the departmental level. No department or major would probably ever want to disband itself, but perhaps there needs to be some kind of adjustment for starting it somewhere else and still having faculty input. I think that the Academic Affairs Committee should probably look at this.

**Senator Kalter:** The question came up because the Ethnic and Cultural Studies Minor appeared on the Senate Consent Agenda from the UCC and apparently to go to the UCC level, no faculty have to be consulted. I thought that it might be a good idea for someone in the Senate to look at whether we want that to occur in the future. As far as I know, it's not going to have any effect on the proposal to eliminate that minor, but we need to look at whether that is a good policy or not.

**Provost Presley:** At least some of the policies that are written are truly UCC policies. So, the Senate, I believe, can express itself anyway it wishes, but I not sure that they can change the UCC policy.

**Senator Holland:** My question is how did this actually get started if changes to majors and minors have to follow a process? I don't know under which department the Cultural Studies Minor falls.

**Senator Borg:** That is the issue, the fact that it is non-departmental, but rather cross-departmental. Therefore, there is no direct supervisory curricular body that deals with it other than perhaps the college curriculum committee.

**Provost Presley:** Do you know who asked that the minor be deleted?

**Senator Kalter:** Yes and no. The people who have their names on the proposal to delete are Jan Shane and Jon Rosenthal. Lane Crothers said to me that he may have initiated the UCC looking into how faculty were allocated in various parts of the curriculum—whether there was a good distribution of faculty time compared to student demand. So I am not sure if it came out of the Senate or the Provost and Enrollment Management.

**Provost Presley:** UCC is charged with looking for courses that have not been taught in many years and so I assume that they interpreted that as looking at majors and minors that have not graduated anyone in years, too. Those two signatures were asked for, but, in essence, we did not begin the discussion about the deletion of the minor.

**Senator Kalter:** Really, the issue that I am asking the Academic Affairs Committee to review is that if someone other than the faculty in a minor wants to delete it, probably some sort of notification to them should happen during the process, so that it is not just by chance that someone sitting on the Senate sees it on the Consent Agenda.

**Provost Presley:** I agree that some faculty should be notified, specifically, those who teach it regularly. I have seen a list of about 50 faculty members and some of them have not taught a course in this minor in decades.

**Ms. James:** Is there an actual policy concerning deletion of a major or minor that we can actually refer to the Academic Affairs Committee for review?

**Senator Holland:** The changes would be to UCC policies and I don't know how much control we have over that.

**Ms. James:** Actually, the Senate has oversight of UCC.

**Senator Borg:** Yes, it is an external committee of the Senate.

**Ms. James:** It does approve its guidelines.

**Provost Presley:** These are not guidelines.

**Ms. James:** They sent us something, as far as how they work, for the Senate's approval in, I believe, 2004.

**Senator Borg:** The Senate Executive Committee certainly has the authority to ask the Academic Affairs Committee to ask the UCC to review this particular part of their procedures. They can review and change it or decide not to change it.

**Senator Holland:** So, this will be something for the Academic Affairs Committee to think about.

***Distributed Communications:***

**Senator Holland:** We have a number of distributed communications, most of which are just general policies that are up for review on their three-year review cycle. The AFEGC Policy is not actually up for review as it has been reviewed recently. It came up in 1999, 2000, 2003, 2004 and 2006.

- 07.27.07.01**      ***From Vickie Kiser: Dean Responsibilities Policy – Policy on Review Cycle (Distribute to Administrative Affairs and Budget Committee)***
- 07.27.07.02**      ***From Vickie Kiser: Chairperson/School Director Responsibilities Policy – Policy on Review Cycle (Distribute to Administrative Affairs and Budget Committee)***
- 07.27.07.03**      ***From Vickie Kiser: Academic Freedom, Ethics and Grievance Policy – Policy on Review Cycle (Approved by Senate on 4/12/06 – No Distribution to Internal Committee)***
- 07.27.07.04**      ***From Vickie Kiser: Term Paper Solicitation Policy – Policy on Review Cycle (Distribute to Academic Affairs Committee)***

- 07.27.07.05**     *From Vickie Kiser: Solicitation Policy – Policy on Review Cycle (Distribute to Rules Committee)*
- 07.27.07.06**     *From Vickie Kiser: Proficiency Examination Policy – Policy on Review Cycle (Distribute to Academic Affairs Committee)*
- 07.27.07.07**     *From Vickie Kiser: Withdrawal from Course(s) Policy – Policy on Review Cycle (Distribute to Academic Affairs Committee)*

The policies above are those that have been submitted to the Senate Office, thus far, for review. They will be distributed to the internal committees as indicated.

***Proposed Agenda for Academic Senate on August 29, 2007:***

**Academic Senate Dinner with the President**

**Date: Wednesday, August 29, 2007**

**Time: 5:00 P.M.**

**Location:**

**University Residence**

**1000 Gregory Street**

**Normal, IL**

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**Academic Senate Meeting Agenda**

**Wednesday, August 29, 2007**

**7:00 P.M.**

**OLD MAIN ROOM, BONE STUDENT CENTER**

***Call to Order***

***Roll Call***

***Approval of Minutes of May 9, 2007***

***Chairperson's Remarks***

***Student Body President's Remarks***

***Administrators' Remarks***

- *President Al Bowman***
- *Provost John Presley***
- *Vice President of Student Affairs Steve Adams***
- *Vice President of Finance and Planning Steve Bragg***

***Committee Reports: Reporting of Election of Internal Committee Officers***

***Academic Affairs***

***Administrative Affairs and Budget Committee***

***Faculty Affairs Committee***

***Planning and Finance Committee***

***Rules Committee***

***Communications:***

***Internal Committee Packets: Questions Regarding Tasks Pending Lists, "Powers and Responsibilities of the Committees of the Senate", etc.?***

***Adjournment***

**Motion XXXIX-1:** By Senator, Borg, seconded by Senator Horstein, to approve the proposed Senate Agenda of August 29, 2007. The agenda was approved with the addition of the President's notice regarding surveillance equipment as a Senate Communication.

***Discussion:***

***Plus-Minus Grading Task Force***

**Senator Fazel:** At the last Executive Committee meeting last semester, I asked about the Senate agreeing to have a committee to look into the plus-minus grading. What is the status of that committee? Are you going to form that committee?

**Provost Presley:** Not until the Academic Affairs Committee asks me to do so. I don't want to do it because I think it is redundant.

**Senator Holland:** The committee definitely stated that they wanted to form a task force.

**Senator Fazel:** Yes, the Academic Affairs Committee brought it to the Senate and approved it.

**Provost Presley:** I didn't find the discussion very convincing on either side and I don't think that the Academic Affairs Committee did either.

**Senator Stewart:** Just because the Senate approved a task force doesn't mean that the committee has to, does it?

**Provost Presley:** The committee can't.

**Senator Borg:** The committee is not the task force.

**Senator Stewart:** But aren't they in charge of putting the task force together?

**Senator Holland:** The Provost's office was specifically recommended to do that.

**Provost Presley:** Many people have said 'I do not want to have yet another eight-month discussion of this.' It will take a lot of arm twisting to get me to agree to it.

**Senator Fazel:** So, we are not going to proceed with this?

**Provost Presley:** It depends on what the Academic Affairs Committee wants to do.

**Ms. James:** So, the Academic Affairs Committee would have to convince the Provost even though the Senate has already approved this?

**Provost Presley:** It has been a long time and a lot of people have expressed themselves to me, and, as I said, I did not find the discussion in the Senate all that convincing.

**Senator Holland:** I think it should be a top priority for the Academic Affairs Committee if this is what they want.

**Provost Presley:** The task force, at that point, will be the Academic Affairs Committee that wanted it.

***Assessment Process***

**Provost Presley:** In anticipation of questions about the assessment process and programming in the General Education issues' mandate from the Senate, I am willing to have Mardell Wilson from the University Assessment Office come to any committee meeting, or to the Senate itself, to answer questions.

**Motion XXXIX-2:** By Senator Horstein, seconded by Senator Borg, to adjourn. The motion was unanimously approved.

***Adjournment***