

*Academic Senate Executive Committee Minutes
Wednesday, September 15, 2008
(Approved)*

Call to Order

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

Approval of Executive Committee Minutes of September 3, 2008

Motion XXXX-10: By Senator Ruscitti, seconded by Senator Mason, to approve the Executive Committee Minutes of September 3, 2008. The minutes were unanimously approved.

Present: Paul Borg, Farzaneh Fazel, Dan Holland, Susan Kalter, Jacqueline Krug, Kathleen Lonbom, Ted Mason, Marielle Ruscitti, Matt Spialek, Ed Stewart, President Al Bowman

Absent: Provost Sheri Everts

Distributed Communications:

09.08.08.01 *From Shane McCreery, Director of Diversity and Affirmative Action: Statement on Diversity in Educational Programs (Forwarded to the Academic Affairs Committee by E-Mail on 9/9/08; Senate Presentation on 9/24/08)*

09.08.08.02 *From Academic Senate Executive Committee: Sense of the Senate Resolution for the Endorsement of the Statement on Diversity in Educational Programs (On Academic Senate's Agenda of 9/24/08)*

Senator Holland: Shane McCreery, Director of Diversity and Affirmative Action, has sent us the *Statement on Diversity in Educational Programs* for presentation at the Senate meeting on September 24, 2008.

Senator Kalter: Should we direct comments on the actual draft to Shane?

Senator Borg: That's probably wise.

Senator Kalter: My question about his memo to you, Senator Holland, is which committee drew this up? How many people were on the committee? Were there any faculty members on it?

Senator Borg: Yes, I was one of the faculty members, as well as two or three others, who was on the committee that created this document. Our participation sort of depended upon our obligations. We were selected because of diversity issues to begin with, but also because of our involvement in areas that have to do with these sorts of things. There were no students on the committee.

We received a healthy dose of reality about the legal constraints under which we operate today that demand a clearer statement than we have had before. We also wanted to take into account how things can be stated so that we can work through issues rather than impose limitations.

Senator Kalter: That refers to one of my questions. I did not know what Shane meant by "sufficient legal cover". What kinds of analyses were done? It seems as though there have been ongoing analyses of recruitment and retention strategies.

President Bowman: I think that Shane should speak about these issues because there is a huge legal background that is driving this.

Senator Borg: I think that the best way to deal with these questions would be to suggest that Shane bring examples of some of the things that have happened elsewhere. He was very good in providing those sorts of things for us.

Senator Holland: We can request that so that we will have that for the presentation.

Senator Lonbom: Did someone say that a similar statement existed prior to this?

Senator Borg: There have been a number of attempts at statements about diversity. They are all over the map and all over the university. There are materials that people in the recruitment office use. There are materials that the diversity office uses. This was an attempt at bringing those together in one statement.

Senator Lonbom: I was just really curious to see how far you have come, because this statement is really impressive.

Senator Borg: There are a couple of places where things like this are found. I don't have my notes in front of me, but there was a document that we referred to, initially, quite a bit because of a legal case involving a university's recruitment. There was also similar document from yet another university that contained language that we found useful.

Senator Kalter: The comment that I am going to make to Shane is that it seems like the second paragraph in the statement under "commitment", while it says "include but are not limited to", probably should be somewhat more consistent with what's actually on the Office of Diversity and Affirmative Action (ODAA) website. For example, "gender identity" is in this statement, but "sexual orientation" is not. So, to the extent that we can try to match that language up, I think it would be helpful, especially if we are concerned about legal issues.

Senator Borg: This underwent a great deal of scrutiny and that paragraph, in particular, caused the usual debate about enumeration and anything that is not there is presumed not to be included. However, if you don't have enough items included, you don't get any idea of what it encompasses. So I don't think that there would be any particular issues about adding that to this statement. However, we were concerned that this not become a laundry list because that, in and of itself, implies exclusion. It also needs to be flexible enough so that the particular name of whatever (descriptor) is 'invented next year' can still be presumed to be accurate as it relates to this statement.

Senator Fazel: I still think that it might not be a bad idea to include, specifically, "sexual orientation", because it has been a hot topic and has been included in other documents. It is good that we are leaving it open with "but not limited to", but sexual orientation is one that should specifically be included.

Senator Holland: The document on the ODAA website also states "not limited to", so this matches that in that respect. This is the first time I have seen the inclusion of "spiritual values".

Senator Borg: When the university's constitution was revised in 1997 or 1998, the Board of Trustee's Counsel took our inclusion of that out of the constitution. It was put back in by the next week, however, because of feedback from the campus. The rationale was that this needs to be made consistent with the State of Illinois' statement on diversity and recruitment, which left out "sexual orientation". So I am very hesitant to try to make this match another document, because it can get in the way.

Senator Holland: We also have the Sense of the Senate Resolution that goes along with this asking for the Senate's endorsement.

Both the *Statement on Diversity in Educational Programs* and the Sense of the Senate Resolution seeking the Senate's endorsement of the statement will be presented to the Senate on September 24, 2008.

09.09.08.01 *From Mardell Wilson, Director of University Assessment, and the Administrative Affairs and Budget Committee: Academic Calendar – May Interim Sessions Proposed for 2008-2012 Academic Years (Senate Information Item on 9/24/08)*

Senator Holland: The next document we have is from Mardell Wilson, Director of University Assessment, and from the Senate's Administrative Affairs and Budget Committee, for the addition of May Interim Sessions for the academic years 2008-2012. This excludes the regular summer session information.

Ms. James: We also have on the proposed Senate Agenda the Academic Calendar for 2012-13 as an Advisory Item. That calendar was approved by the Administrative Affairs and Budget Committee last year, but never came before the full Senate.

Senator Kalter: I just noted that the calendar that they forwarded to the Senate Office is for 2007-11, but on the proposed Senate agenda, it is listed as 2008-2012. So we should probably change that information on the agenda.

Ms. James: We are looking at the May Interim Sessions for 2008-09 through 2011-12.

Senator Borg: 2011-12 is as far as the Academic Calendars have been approved. We don't need 2007-08 anymore. With this document, Mardell is probably just referring to the changes that will occur.

Senator Kalter: The Administrative Affairs and Budget Committee talked about this at the Wednesday, September 10, 2008 committee meeting. All of grade due dates should specify that grades are "Due at Noon", so we should be getting a revised copy from them because they told us that they were going to change that. This is a very confusing thing and we all got confused about which calendar item was going when.

Last year, when Senator Lonbom was the Chairperson of the Administrative Affairs and Budget Committee, they did the routine approval of the calendar for 2012-13, which is an Advisory Item on the upcoming Senate agenda. This document is an addendum to all of the academic calendars retroactive to this year. Essentially, what they are saying is that they have piloted this May Interim Session, that it went very well, that faculty and students were all on board, and so that they want to add it permanently to the summer schedule. So as you said, Senator Borg, what is on the final page of the document in the shaded areas is the addition of the May Interim Session, when it would be and how it compares to the summer session.

Senator Holland: And grades are due at noon?

Senator Kalter: Yes, grades are due at noon. What they are doing is having a May interim session that starts right after the Friday of finals week in the spring and goes for three weeks, with intensive courses that are essentially five days per week. You will also note that grades for May are not due until August, which we talked about on the committee and for which they had a very complex reason for why that had to stay as it was. They are working on trying to change the computer system so that students can have their official grades reported sooner. They said that essentially most instructors will report grades right after the session is over, but that some of this has to do with not interfering with GPAs in the middle of the session and also with the fact that the computer can't do that right now.

Senator Fazel: The computer just recognizes spring, summer and fall and it doesn't matter when in the summer that the grades occur?

Senator Holland: So for the May sessions, we don't have to turn in grades until the August?

Senator Kalter: That is apparently the case.

Ms. James: Senator Kalter, the proposed May sessions are only through 2012. You said that they want to do make the May sessions permanent. Are they going to submit something else to modify the Academic Calendar for 2012-13, which is on the upcoming Senate agenda as an Advisory Item?

Senator Kalter: We didn't actually catch that; let's find out.

Senator Holland: That is why I removed it from the August 27, 2008 Senate Agenda; they would have to go through this again, so they said that they were changing it. I asked Mardell and I asked Danielle Lindsey (of the Provost's Office). They said that it (the 2012-13 calendar) had been changed, but, apparently, it has not.

Senator Kalter: Actually, it hasn't been changed to even reflect our comments either, because they were supposed to change it from 'grades due at 9:00 a.m.' to 'grades due at noon'. Our committee has only approved the calendar up

until 2012, but I assume that we would not object to that as a friendly amendment.

Senator Holland: It only comes to the Senate as an Advisory Item.

Senator Borg: The date on which Mardell completed this was last Tuesday (September 9, 2008) and your committee meeting was not until Wednesday (September 10, 2008)*, so she could not have included your changes.

NOTE: The document was forwarded by e-mail to the Administrative Affairs and Budget Committee by Dr. Wilson on 9/9/08, prior to its submission to the Senate Executive Committee on 9/15/08.

Senator Kalter: I asked them to send Cynthia a revised calendar with the corrections noted, but, apparently, that has not happened yet. I was going to ask also why the 2012-13 Academic Calendar is on the agenda as “Advisory” and not as an Information Item.

Ms. James: The calendar, sometime ago, came before the Senate as an Information/Action Item, but I think that it was changed to advisory because it took too long to get it through the Senate.

Senator Borg: Yes, the calendar used to be the object of some intense discussions on the Senate, with meetings until 11:30 p.m. or midnight. In the revision of governance that happened eight or nine years ago, one of the things that was designated as an Advisory Item was the Academic Calendar. The Senate has the opportunity to make sort of observations and corrections, but the Senate no longer votes on it. The actual action on it comes through the Administrative Affairs and Budget Committee.

There were people who wanted a longer Thanksgiving break and those who wanted a shorter one. I have always disliked the longer breaks because it means that we sometimes have only one week of classes, which we do this year and next year, after Thanksgiving, allowing us no opportunity for end of semester cumulative experiences in the arts.

Senator Kalter: So, it’s appropriate that the May Interim Session proposal be an Information Item first and the next time it comes on, it will be advisory only?

Ms. James: Yes, it (the next Academic Calendar) will be advisory, as the others have been, but the May Interim Session will become an Action Item.

Senator Holland: Your committee could consider taking it back to a three-day break for Thanksgiving.

Senator Kalter: We did discuss that briefly. Apparently, Jan Murphy is now in charge of the calendar instead of Amy Roser, so we will be asking both of them in the spring for the 2013-14 calendar. We can certainly raise that issue then.

Senator Fazel: I have a question about summer school. Have we done any assessment about summer school in that this is the first time that we have done it this way? Has there been any survey of the students or faculty in general about whether they like it, in terms of the whole summer session, not just the May session?

Senator Kalter: Are you talking about qualitative or budgetary assessments?

Senator Fazel: Both, because we made changes to our summer policy for the past summer, such as having most courses early in the summer rather than later in the summer. We got rid of the entrepreneurial model and the university is funding it now. We are listing all of our courses very early in the fall semester, etc. So what has been the impact in terms of budgetary issues and also in terms of student and faculty satisfaction?

Senator Holland: I don’t think that anything has been done yet, but we can certainly ask for that information.

Senator Kalter: Our committee has asked them to bring the budgetary numbers to us in the spring, as well, so we can certainly say, ‘while you are putting that together, do you have any qualitative assessments that you can bring?’

Senator Fazel: We could also ask if we had a significant increase in enrollment in summer school or not? All of those things are good to know for future planning.

President Bowman: I think that they are still working on those reports in terms of the summer. It takes awhile, generally a couple of months, to finally close the books for the summer. So the next time that we have this meeting, Provost Everts can probably provide those numbers. I haven't seen the enrollment numbers yet to see how summer of 2007 compares to summer of 2008.

The Academic Calendar for 2012-13, approved by the 2007-08 Administrative Affairs and Budget Committee, will come before the Senate as an Advisory Item on September 24, 2008. The proposed May Interim Sessions will come before the Senate on the same date as an Information Item.

09.11.08.01 *From Susan Kalter/Administrative Affairs and Budget Committee: Academic Dean Responsibilities Policy-Revised (Policy on Review Cycle; Senate Information Item on 9/24/08)*

09.11.08.02 *From Susan Kalter/Administrative Affairs and Budget Committee: Academic Chairperson/ Director Responsibilities Policy-Revised (Policy on Review Cycle; Senate Information Item on 9/24/08)*

Senator Holland: Next, we have two policies on the standard review cycle, the Academic Dean and the Academic Chairperson/Director Responsibilities Policies.

Senator Kalter: We made just very minor changes to both of these policies. One was that instead of saying "Department/School Chairperson/Director", we decided to say "Department Chairperson/School Director" for both of them. The second change was to add "Interim" to "Acting" for Selection Process C on page 3. That was simply to acknowledge that both Interim Deans and Acting Deans shall have the same responsibilities and authority as other deans and "compensation commensurate with other deans". That sentence previously read, "the same responsibilities, authority and compensation as other deans." However, as it was pointed out to us, that has changed over the last several decades. It used to be that deans hired into any college did, in fact, have fairly equal compensation. Now, our colleges are very different from one another, so we did not want to imply that every dean that we hire gets paid at the same rate.

Senator Borg: What is the difference between an "Acting" Dean or Chair and an "Interim" Dean or Chair?

Senator Kalter: We were told by Associate Provost Murphy, who was at that Administrative Affairs and Budget Committee meeting, that an Acting Dean or Chair is usually serving for a longer period. So, for example, in the College of Fine Arts, Jim Major is an Acting Dean. The plan is that he will be there for a couple of years. Whereas, Jan Murphy stepped in as an Interim Provost because we knew that we had someone coming in, but we needed to fill the job in the interim. My understanding is that "interim" is for a shorter term, but we also discussed the fact that sometimes filling an interim position takes two years.

President Bowman: I have not made a distinction in my mind, but I think that there is a difference.

Student Body President Ted Mason: Wouldn't it be a permanent chair or an interim chair, because "acting" just implies that the person is in the position at the time and that they are "acting" in that role?

Senator Kalter: This is what we call jargon. So while it may make sense to the public at large that "acting" applies to both, it only makes sense at this university that "acting" applies to a longer term.

Both policies will be presented to the Academic Senate as Information Items on September 24, 2008.

Proposed Agenda for the Academic Senate on September 24, 2008:

Call to Order

Roll Call

Approval of Minutes of August 27, 2008

Presentation:

09.08.08.01 Statement on Diversity in Educational Programs (Shane McCreery, Director of Diversity and Affirmative Action)

09.08.08.02 Sense of the Senate Resolution for the Endorsement of the Statement on Diversity in Educational Programs (Academic Senate Executive Committee)

Academic Senate Chairperson's Remarks

Student Body President's/Academic Senate Vice Chairperson's Remarks

Administrators' Remarks

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

Committee Reports:

- Academic Affairs Committee Chairperson: Senator Stewart***
- Administrative Affairs and Budget Committee Chairperson: Senator Kalter***
- Faculty Affairs Committee Chairperson: Senator Borg***
- Planning and Finance Committee Chairperson: Senator Fazel***
- Rules Committee Chairperson: Senator Solberg***

Advisory Item:

11.03.07.01 Academic Calendar for 2012-13 (Approved by 2007-08 Administrative Affairs and Budget Committee; Did not come before Senate as Advisory Item in 2007-08)

Information Items:

09.09.08.01 Academic Calendar-May Interim Sessions Proposed for 2008-2012 Academic Years (Administrative Affairs and Budget Committee)

09.11.08.01 Academic Dean Responsibilities Policy-Revised (Policy on Review Cycle; Administrative Affairs and Budget Committee)

09.11.08.02 Academic Chairperson/Director Responsibilities Policy-Revised (Policy on Review Cycle; Administrative Affairs and Budget Committee)

Communications

Adjournment

Motion XXXX-11: By Senator Borg, seconded by Senator Fazel, to approve the Senate Agenda of September 24, 2008.

Senator Kalter: The Administrative Affairs and Budget Committee is having Dick Runner and staff come to our meeting on September 24. I was wondering if we want to ask him to make the annual capital budget presentation on that date, but I do see that we have a presentation by Shane McCreery on the agenda. I was trying to prevent him from having to come on two different Senate nights.

Senator Holland: I think Shane's presentation is going to be relatively short. He has asked for about five minutes for a presentation to say why this document was created, who is on the committee, a couple of specific examples as to why we might want it and then we will present the Sense of the Senate resolution for it. I was going to ask that a presentation by the Distance Education Task Force be placed on the agenda.

Ms. James: Can Dick Runner perhaps come to the meeting after the one on the 24th?

Senator Kalter: We are on sort of a schedule, because of the Board of Trustees meeting, to try to invite Barb Blake and the budget people to the next meeting. I know that they did give a joint presentation last year, so if he is willing to come back, we could do that. That would just mean that he would have to carve out that time for two weeks instead of one.

Senator Holland: The task force wanted to do the Distance Education presentation before their next meeting, which is actually on the 25th.

Senator Fazel: Have they done anything yet? I thought that the task force was just formed.

Senator Holland: We were formed about a week and a half ago and then we have kind of separated into various subgroups, which will remain active for quite some time, but they wanted to keep everyone informed as to what the charge of the task force is and what the committee hopes to accomplish.

Senator Borg: Are we concerned about having three presentations?

Senator Holland: I don't like for the meetings to go that long, although they used to go well into the evenings.

Senator Kalter: I would add that when Dick Runner makes his presentation that he will, undoubtedly, receive a number of questions about Stevenson issues.

Senator Fazel: To make matters a little more complicated, at the last Executive Committee meeting, we talked about the Academic Assessment Advisory Council making a presentation.

Senator Stewart: They are working on it, but they are not yet ready to give a presentation.

Senator Kalter: I will ask Barb Blake and Dick Runner if they can attend the October 8, 2008 Senate meeting.

Senator Holland: I have to make sure that Darrell Kruger can actually come to make the Distance Education presentation.

Motion XXXX-12: By Senator Holland, seconded by Senator Borg, to add a report from the Distance Education Task Force to the September 24th Senate Agenda. The motion was unanimously approved.

Senator Kalter: Going back to the Academic Calendar, the proposed May Interim Sessions, which will come before the Senate on September 24, 2008, only go through May of 2012. The 2012-13 Academic Calendar (without the addition of the May session) will also come before the Senate on September 24th.

Senator Holland: Let's see if we can get them to amend their 2012-13 May interim.

Senator Kalter: Would that then have to come back to my committee?

Senator Fazel: If you discuss it in your committee meeting just before the Senate meeting, then you could make a Friendly Amendment during the Senate meeting.

The motion to approve the Senate Agenda, with the addition of the report from the Distance Education Task Force, was unanimously approved.

Adjournment