

**Academic Senate Executive Committee Minutes**  
**Monday, September 29, 2008**  
**(Approved)**

***Call to Order***

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

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

***Absent:*** Paul Borg

***Approval of Executive Committee Minutes of September 15, 2008***

**Motion XXXX-16:** Senator Fazel, seconded by Senator Mason, to approve the Executive Committee Minutes of September 15, 2008. The minutes were unanimously approved.

***Distributed Communications:***

***07.24.08.01 From Rules Committee: Council for Teacher Education Bylaws – Revised By CTE***

**Senator Fazel:** There were some formatting problems within the bylaws. Do we need ask them to make those corrections?

**Senator Lonbom:** I am on the Rules Committee. Is that our responsibility? Are you thinking of sending it back to the Rules Committee?

**Senator Fazel:** No, but I think that the version that goes to the Senate should be cleaned up.

**Ms. James:** Either way, CTE will make those changes.

**Senator Kalter:** We saw this earlier this year and sent it back to them?

**Senator Fazel:** We saw it, but we did not discuss it. We just said, ‘let’s send it to the Rules Committee.’

**Senator Holland:** And they did not make any changes.

**Senator Lonbom:** The Rules Committee did not make any changes because what had been changed (by CTE) had to do with the numbers for Mennonite College of Nursing. Mennonite wanted the reduced the numbers.

**Senator Stewart:** Mennonite does not have a teacher education program, so they requested that there not be a representative from their college on the committee.

**Senator Fazel:** I have a question about the sentence that says, ‘the Council Chairperson should be confirmed by the Academic Senate’. Do we do that?

**Ms. James:** Yes, for a two-year term. We have done it before.

**Senator Holland:** I don’t remember doing it last year. If we did not do it last year, then we should do it this year.

**Senator Stewart:** I always thought that the Chair of CTE was the Dean of the College of Education.

**Ms. James:** It is, but we still have the power to change that.

**Senator Fazel:** It says that ‘the Council Chairperson shall be appointed by the Provost’.

**Ms. James:** And that comes to the Senate Faculty Caucus for confirmation.

**Senator Stewart:** So, it's usually the Dean of the College of Education?

**Ms. James:** Right, it has been so for at least ten years that I know of.

**Senator Fazel:** On page 2, item C, "Planning and Development", under item number 1, they list a variety of activities that they should be involved in relative to teacher education. In item number 2, they say, 'to seek cooperation among departments and colleges to work for common educational goals'. Is that for everything (for all of the activities listed)?

**Senator Stewart:** No, that refers to teacher education.

**Senator Fazel:** But doesn't that sentence include everything here?

**Senator Stewart:** It is not just for the College of Education's teacher education program, it is for all of the units on campus that have teacher education programs. I think that that is what that covers.

**Senator Holland:** This is probably not when it should be discussed, but I think that you said, when you were talking about searches for U-High, that there should be a faculty member involved in that area (specific area of the search) on the committee.

**Senator Stewart:** Right, it is not a standard procedure, but I think that it should be. I have been on two searches for Metcalf, but that was because they knew me.

**Senator Holland:** But if we are hiring a history professor, then having a history education person on the committee would be appropriate. I am not sure where that would be established.

**Senator Kalter:** Are they the equivalent of a department on campus? Are they a part of C&I.

**Senator Holland:** They are part of the College of Education and they have a different tenure process.

**Senator Stewart:** There is usually a member of C&I on hiring committees, but that doesn't make sense when you are talking about U-High.

**Senator Holland:** For elementary school, I think that's probably fine.

**Senator Stewart:** Unless it's a specialist like a theatre educator or an art educator, then there should be someone from theatre or art ed. Usually, at the elementary level, you don't have those distinctions. At the high school level, there should be someone from the university who is knowledgeable about best practices on the search committee.

**Senator Holland:** We should probably find out where that should be written out and how it should happen. Is it through Rules, C&I, CTE? Perhaps we should find out.

**Senator Stewart:** It may even be in item number 2, 'seek cooperation among departments and colleges to work toward a common educational goal'.

**Senator Holland:** Yes, but this needs to be spelled more.

**Senator Stewart:** Does that mean that the bylaws go back to Rules?

**Senator Holland:** No, not necessarily. I am not sure that that is the place. My question is 'what is the search procedure when we hire for U-High?'

**Senator Kalter:** You said that they are tenured.

**Senator Holland:** They are tenured, Metcalf and U-High, but it is only a three-year tenure process. Am I correct about that?

**Senator Stewart:** Yes, that is typical in public education.

**Senator Kalter:** The reason that I am asking that is because in our department, the department decides who to put on the hiring committees, and it is sort of a courtesy to ask people, for example, from the College of Ed to serve if we are doing an education search. I am trying to figure out what their structure is, because it would seem a little odd for us to impose on a department, 'you have to do this', rather than request that they do it.

**Senator Stewart:** The reason (that I recommended this) is because we send students over to observe in the Lab School, which is supposed to be where best practices are seen. Often, I have heard, and not just from my area, but about a lot of other areas, that when our students go over, they are seeing antiquated practices rather current and best practices.

**Senator Kalter:** I have no argument with the rationale; I am just trying to figure out what procedure...

**Senator Holland:** From antiquated teachers?

**Senator Stewart:** No, not all of them. Many of them will probably be there for another 20 years.

**Senator Kalter:** So let's find out a way to do it without stepping on toes.

**Senator Holland:** It might just be working with principals and perhaps Ed could find that out.

**Senator Stewart:** I would be happy to do so.

Since the CTE Bylaws were previously distributed to the Executive Committee on August 18, 2008 and the Rules Committee made no changes, hard copies of the bylaws were not distributed again to the Executive Committee, but, rather, were distributed to the committee by e-mail. The CTE Bylaws will come before the Senate as an Information Item on October 10, 2008.

**09.23.08.01** *From Provost Sheri Everts: E-Mail Correspondence with Dr. Mardell Wilson RE: Executive Committee Request of 9/15/08 for Summer School Information*

**09.23.08.02** *Summer School Session A Survey – Students Not Enrolled*

**09.23.08.03** *Summer School Faculty Survey*

**09.23.08.04** *Summer School Session A Survey – Enrolled Students*

**Provost Everts:** There was a conversation at the last Executive Committee meeting about summer sessions, so we have information from Mardell Wilson. I know that there is also a link here (within her e-mail message) that provides the enrollment piece, which also was a question.

**Senator Fazel:** I brought this up last time because our committee, the Planning and Finance Committee, is looking into offering courses, perhaps during winter break and also additional courses during the summer, to supplement what we are doing right now. I have heard, as an anecdotal example, that people have been happy with this, but we wanted to know, overall, what the university's feedback is and what we can take from that to develop our recommendations.

**Provost Everts:** As you can see (from the surveys), there really has been positive feedback.

**Senator Fazel:** One of the surveys I think is for the three-week May session?

**Provost Everts:** Yes.

**Senator Fazel:** And the other two surveys were, "Enrolled" and "Not Enrolled". I am not sure what those refer to.

**Provost Everts:** I think that that was throughout the entire time period. So I think one was specific to the three-week session, because it was one for which, in particular, they wanted to ensure was a time component that was appropriate. I think that the other two were for the enrolled and not enrolled students for the entire session, not just specific to the three-week period.

**Senator Kalter:** I noticed that Mardell said that she was puzzled by the request for the budgetary assessment. I think that two things were happening at once. One of them was a request from this committee and another was an e-mail that I sent as a follow-up to the presentation for the May Interim Session calendar, because our committee, Administrative Affairs and Budget, assesses the budget and other things for new programs. We wanted to get some budget information about the transition between the entrepreneurial model and summer school (currently), partly because we wanted to see if this is, in fact, working better. We thought that it would be helpful to go back about five years and include as much data about this coming summer as possible so that we could gain an understanding about how the permanent funding has changed things and what it has done.

**Provost Everts:** I think that you may be correct. I know that that there were additional questions that I don't think came to me, but that I know that they are pursuing as well.

**Senator Kalter:** We won't need that information until the spring, so they have some time.

**Provost Everts:** I think that that is exactly what Jan had mentioned and I know that she is forming her response to you, starting, in essence, with, 'I think you need this in the spring'.

**Senator Fazel:** I have invited Mardell to meet with our committee, not at the next meeting, but the one after that. Our committee would also like to know what the budgetary consequences are so that we could know what it is that we are talking about. For example, do we want to offer courses in the winter? I don't know if she would have any information about the budget by the time she meets with us.

**Provost Everts:** I will explain that particular point to her.

**President Bowman:** Summer is linked to our allocations, so other than the rollover from year to year, when it goes up by whatever amount the university budget increases, barring some catastrophe...

(laughter, inaudibles)

**Senator Fazel:** Who would be a good person to invite to our committee to talk to us about the budgetary consequences of offering courses during the winter and also late in the summer outside of this framework?

**President Bowman:** I think that Mardell is the person in the Provost's Office that would deal with these numbers.

**Provost Everts:** Yes, and primarily she just wondered what specifically you were talking about. Her offering was exactly that: it's on permanent funding now.

***Distributed Communications Requested/Not Yet Received:***

***Requested From Richard Runner, Office of Finance and Planning: Capital and Operating Budget Requests***

**Senator Holland:** We were to have another distributed communication from Dick Runner on the capital and operating budget requests.

**Senator Kalter:** I can say a little a bit about that. Essentially, the request for the capital budget is almost identical to what it was last year, because we have not gotten a capital bill yet. The numbers have gone up, but the (rank) order has stayed the same. There is one thing that I think may have changed within the two categories. There are two main categories, major capital projects and smaller budget ticket items. The additional item, which is a smaller ticket item because of the size of the project, is renovating Capen Auditorium, which I think has a price tag of about \$1.5 million as their request. The others are sort of in the \$58-60 million range. Is that correct?

**President Bowman:** That's correct.

**Senator Kalter:** We had a couple of questions in our committee meeting last week about why just Capen and why Capen. We talked about how Preview goes through Capen, so it's nice to have a nice looking facility and I think that there are other maintenance issues there as well.

**President Bowman:** Capen has sort of filtered up as we have done some roofing projects during the last two years that were pending disasters, so now we are at Capen. It should have been Capen ten years ago and really \$1.5 million will just cover cosmetic improvements.

**Senator Kalter:** I should add that the fine arts complex is first on the list; Milner Library is second. Dr. Runner said that the request for the state funding and investigation of other sources of funding are going on on parallel tracks.

Richard Runner and Barb Blake, Office of Finance and Planning, will make a presentation to the Senate on the capital and operating budget requests on October 8, 2008.

***Proposed Agenda for the Academic Senate Meeting on October 8, 2008:***

***Call to Order***

***Roll Call***

***Approval of Minutes of September 24, 2008***

***Presentation: Capital and Operating Budget Requests (Richard Runner and Barb Blake, Office of Finance and Planning)***

***Illinois Board of Higher Education Faculty Advisory Council Report (Lane Crothers, IBHE-FAC Faculty Representative)***

***Chairperson's Remarks***

***Student Body President'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***

***Action Item:***

***09.19.08.01 Academic Calendar: May Interim Sessions Proposed for 2008-2013 Academic Years (Administrative Affairs and Budget Committee) (Previously Distributed to Senate as an Information Item: See Senate Packets of 9/24/08 for this Document)***

***Information Item:***

***07.24.08.01 Council for Teacher Education Bylaws – Revised By CTE (Rules Committee)***

***Communications***

***Adjournment***

**Motion XXXX-17:** By Senator Kalter, seconded by Senator Stewart, to approve the proposed Academic Senate Agenda for August 8, 2008. The motion was unanimously approved.

***Adjournment***

**Motion XXXX-18:** By Senator Stewart, seconded by Senator Fazel, to adjourn. The motion was unanimously approved.