

Academic Senate Executive Committee Minutes
Monday, November 10, 2008
(Approved)

Call to Order

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

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

Approval of Executive Committee Minutes of October 13, 2008

Motion XXXX-28: By Senator Stewart, seconded by Senator Borg, to approve the Executive Committee Minutes of October 13, 2008. The minutes were unanimously approved.

Distributed Communications:

10.27.08.01 From Athletic Council: Athletic Council Bylaws - Proposed Revisions (Dist. Rules Committee)

Senator Holland: We have from the Athletic Council some proposed revisions to their bylaws. They want to change the subcommittee names to make them come in line with the NCAA names. They also want to change the way in which their members are selected. Every faculty member who wants to serve on an External Committee of the Senate sends in their name and this is the one committee that we actually have more volunteers for than slots available.

Senator Borg: Are these changes to their bylaws or to our *Blue Book*?

Senator Holland: Both.

Senator Borg: But we don't have a complete copy of their bylaws.

Senator Holland: Yes, we should request a complete copy of their bylaws. From what they tell me, because it takes people a long time to come up to speed on all of the rules and regulations of the NCAA and if somebody is willing to serve two consecutive three-year terms, they feel that it would be very beneficial if they were given preference. They made a pretty good case for it.

The complete bylaws from the Athletic Council with the proposed changes will be forwarded to the Rules Committee once those bylaws are received.

10.27.08.02 From Joe Blaney: Solicitation Policy/Podcast Questions (Dist. Rules Committee)

Senator Holland: Apparently, we have specifically exempted our on-campus media from the Solicitation Policy. The School of Communications would actually like to do it for their podcasts. They are looking for an interpretation of the Solicitation Policy to see if they are able to do this.

Senator Kalter: What is a podcast?

Senator Stewart: A podcast is an audio program, such as a news report, that you (can create or) download to your computer and listen to whenever you want. Podcasts have to do with radio programming; it's audio only.

Senator Borg: The question here is whether the School of Communication's podcasts have the same public service status as WGLT, WZND and TV10 and if we would want to allow the same exemption. I think that it is obvious for public radio because it is not completely a university venture. Those public offerings have their own necessity for that. Since their facilities are here, the exemption had to be granted for them to do their annual fundraising.

Senator Holland: But WZND and TV10 are purely on campus programs and we have given the exemption to them also.

Senator Borg: Who makes these decisions? Would it go to the Rules Committee and then to the Senate to pass it as part of the Solicitation Policy?

Senator Holland: I was on the Rules Committee for quite a number of years and I don't remember any of this coming to that committee.

President Bowman: It might be worthwhile in getting Dianne Ashby's input. The rule was set up to sort of keep the whole campus from soliciting without it being organized by a single vice president.

Senator Borg: I can see a slippery slope there, such as if Fine Arts wanted to do something and solicit money for it.

Senator Holland: I don't think so because there are several podcasts out there that are used locally, such as *Exposure Radio* and *Common Knowledge*.

Senator Borg: But those things are all offered over the air in addition to podcasting.

Senator Holland: And this is purely a podcast?

President Bowman: I think that these podcasts are done by the School of Communication and not distributed through radio or TV. They are posted on their site. It sounds like Joe is asking if they can ask people to sponsor those.

Senator Kalter: Would research and sponsored projects or legal counsel need to weigh in on this?

Senator Stewart: Is this an offshoot of their teaching mission?

Senator Borg: That is the other question. Is soliciting underwriting part of the activities that they are teaching their students?

Senator Holland: I think that we should ask Dianne Ashby to weigh in. I will also talk to Joe (Blaney) to get some clarification.

Senator Lonbom: So we are not passing this on to the Rules Committee until you have spoken with Dianne Ashby?

Senator Holland: We can go ahead and send it to the Rules Committee and I will talk to Dianne and let Joe Solberg (Rules Committee Chairperson) know what I find out. If Dianne says no, it's done.

10.28.08.01 *From Academic Affairs Committee/To Dr. Tim Longfellow, Marketing Department Chairperson: Dress Code Concerns and Recommendations – Draft Memo*

Addendum: Items distributed during Executive Committee Meeting:

11.10.08.01 *From Academic Affairs Committee: Dress Code Draft Policy*

11.10.08.02 *From Academic Affairs Committee/To Dr. Tim Longfellow, Marketing Department Chairperson: Dress Code Concerns and Recommendations – Final Draft of Memo*

Senator Stewart: The Academic Affairs Committee has been beating this dead horse since the beginning of the semester. We have tried to be as diplomatic as possible. We do have a draft of a dress code policy, but we thought it would be a good idea to send a collegial letter to the Marketing Department about the direction that we are going and allow them to make a decision as to what they want to do. This is the final draft of the letter. I have one more revision to the letter for which Cynthia actually made a correction in the last minutes. It goes right after "Faculty Obligation to Students" and then parenthetically, "within the Faculty Code of Ethics", so that locates where that is for us.

Senator Lonbom: So this has not been sent?

Senator Stewart: No, because we wanted the Executive Committee to look at it and possibly improve upon it. We certainly did not want to send it without Exec's opinion.

Senator Borg: I think that this is a good gesture. I think that you should send it.

Senator Stewart: Do I sign it?

Senator Borg: It comes from your committee, so you can sign it.

Senator Holland: I actually spoke to Chuck McGuire about this subject and he was very happy to receive a letter rather than having a dress code policy immediately dropped on them. He agreed with all three of the major points. He is of the opinion that they can make a legitimate argument as to why it is an academic requirement.

Senator Stewart: For being dressed up just to come to class?

Senator Holland: He thinks that they can. As for making a dress code policy, I think that they have to be able to make that argument. If you look at the actual policy that they have, then it is not really gender biased. It is gender biased as soon as they start doing everything else. Chuck agrees that it should be applied uniformly. He is also of the opinion that this is probably going to pass in a couple of years.

Senator Stewart: It is going to pass? Do you mean that they are going to dump it?

Senator Holland: Yes, that is what he is guessing.

Senator Stewart: It seems like it is a bother. It is going to take a lot of time away from academic issues.

President Bowman: It sounds like some of the Marketing faculty haven't bought in to it and don't feel good about it.

Senator Holland: And also people displaying completely obnoxious behavior are not being docked for that, but someone behaving very nicely dressed in blue jeans is.

Senator Stewart: And if a student happens to contest it, it may not hold. While we are on the subject, do you want to see a draft of the policy on dress codes?

Senator Borg: No, let me suggest that we send this out and see what reaction we get, especially if you don't want to waste anymore time developing a policy without the necessity of it.

Senator Kalter: I guess I would disagree with that based on reading the minutes of the previous meeting. I would rather have the Senate, at some point after we have received feedback from the letter, draft a uniform policy for the whole university so that we don't have to have this discussion year after year.

Senator Stewart: Yes, that was the discussion that occurred the last time we met, that there should be some uniform policy for the university concerning dress code policies.

Senator Borg: But your question was, 'does this need to go forward now?'

Senator Stewart: No, Jon Rosenthal has already drafted a policy looking at the issues that we have covered in our meetings, looking at other universities that have dealt with this issue. My question was do you want to see what we have drafted at this time.

Senator Fazel: Certainly.

Note: Senator Stewart distributed copies of the draft policy concerning dress codes for the university created by the

Academic Affairs Committee, as well as the final draft of the memo to Dr. Longfellow, Marketing Department Chairperson, from the Academic Affairs Committee, during the Executive Committee meeting.

Senator Holland: One of the things that Chuck did ask was that we not target this specifically toward Marketing.

Senator Stewart: The policy does not do that.

Senator Holland: There has been some very good and positive feedback from external constituents.

Senator Stewart: All of you know that Jonathan Rosenthal is very diplomatic. He is not in favor of telling somebody what not or what to do, especially in their areas, so this draft policy addresses all of the concerns without being too specific.

Senator Borg: The top part is not part of the policy? That is just setting it up?

Senator Stewart: Right.

Senator Holland: This is almost exactly what I had in mind.

Senator Stewart: The first bullet point in the policy addresses the students.

Ms. James: So “Policy 3.3.15 Faculty Responsibilities to Students” refers to the policy linked to the Code of Ethics?

Senator Stewart: Yes.

Senator Holland: I remember writing the Code of Ethics and we had nothing like this in mind at the time.

Senator Borg: Where are proposing to put the dress code policy?

Senator Holland: It would be a new policy.

Senator Borg: By itself?

Senator Holland: I would assume.

Senator Fazel: Could Marketing’s dress code be justified if we have this in place? Probably not.

Senator Stewart: A lot of people on our committee said that they could probably justify it, but if students wanted to contest it, they may have a case.

Senator Holland: They can justify it based on what they are supposed to be learning.

Senator Kalter: It would be nice if they went back and consulted all of the “affected groups”.

Senator Holland: They did. They asked the faculty.

President Bowman: They did not, apparently, consult the students before they implemented the policy.

Senator Borg: May I suggest that when you send this policy forward that you write a short paragraph saying that this is being proposed by the Academic Affairs Committee and identifying the issues that the policy addresses. Somebody getting this in a Senate packet is not going to have a full explanation. So you need to say, ‘From the Academic Affairs Committee’, ‘Proposal for a New Policy on Dress Codes’, ‘The Proposed Policy is:’, and how it coordinates with current policy. Just bring it altogether so that it can be clearly understood.

Senator Holland: Should we run this policy by Chuck McGuire?

Senator Stewart: Let's send the letter first.

Senator Holland: He wants the letter first.

Senator Stewart: We can let this go a cycle, but I just wanted to keep Exec current on where we are.

A final draft of the proposed dress code policy from the Academic Affairs Committee will be placed as an Information Item on an upcoming Senate Agenda, perhaps, on the Senate Agenda of December 10, 2008.

**10.28.08.03 From Anne Newman, Community Rights and Responsibilities Coordinator: E-Mail Communication
Re: Status of Student Code of Conduct Revisions**

Senator Holland: The next item is in regard to the status of the Student Code of Conduct. Anne Newman, Coordinator of Community Rights and Responsibilities, says that it should be back to the Senate Executive Committee before Thanksgiving break. Ted, has she mentioned anything about the revisions to you?

Senator Mason: No, she has said that it is under review, that they keep going back to different issues and that it was in the University Counsel's office for a long time, so I have not seen a draft of it at all yet.

10.28.08.04 From Jon Rosenthal: Student Recruitment and Retention Committee Membership

Senator Holland: We have from Jon Rosenthal the Student Recruitment and Retention Committee membership. I was trying to figure out if these are new faculty members who have been appointed to the committee.

President Bowman: Yes, these are new members and this is a brand new committee.

Senator Holland: A brand new committee and we have faculty representatives from Fine Arts (Ann Hugo), Education (Phyllis Metcalf-Turner) and Arts and Sciences (Maura Toro-Morn).

President Bowman: This was the committee that I announced at the State of University Address. We solicited names for service on this committee.

Senator Holland: It also looks like the committee has four subcommittees.

***Student Recruitment and Retention Committee
Membership:***

Jana Albrecht, Director of Financial Aid

Jill Benson, Associate Dean of Students

Vernetta Cail, Student

Vince Cunningham, Associate Director of Sponsored Projects Program

Angela Davenport, Dean of Students Coordinator

Nuusa Faamoe, Academic Advisor

Jane Fulton, Associate Director of Intercollegiate Athletics

Doris Groves, Associate Director of Admissions

Ann Haugo, Assistant Professor, THE

Arlene Hosea, Director of Campus Dining Services

Maggie Im, Academic Advisor

Jamal Jordan, Student

Shane McCreery, Director of Diversity and Affirmative Action

Phyllis Metcalf-Turner, Curriculum and Instruction Department Chairperson

Bev Nance, Coordinator of Academic Services for Minority Student Academic Center

Amelia Noel-Elkins, Director of University College

Enrique Robolledo, Special Dean of Students for International Programs

Jonathan Rosenthal, Chair/Associate Vice President of Enrollment Management and Academic Services

Amy Roser, Associate Director of University College
Denise Silva, Student
Maura Toro-Morn, Professor of Sociology
Lindsay Vahl, Admissions Counselor
Maria Luisa Zamudio, Coordinator of Bilingual Education Program

Subcommittees Areas of Focus:

Committee 1: Existing recruitment and admission practices at Illinois State University and best practices nationally.

Committee 2: Support services offered at Illinois State, their coordination, and their impact on student retention.

Committee 3: Effective methods of transitioning underrepresented students from application to admission to enrollment. Opportunities for relationship building between faculty, staff and students of underrepresented populations. The strategic utilization of the community in recruitment and retention efforts.

Committee 4: The impact of education costs on underrepresented student enrollment and programs to alleviate these constraints. Avenues for early outreach to middle school/high school students for academic and financial planning.

10.28.08.05 *From Holly Upton, Office of Parking and Transportation: Information on Parking and Transportation Advisory Board (Parking Board Faculty Election on Faculty Caucus Agenda of 11/19/08)*

Senator Holland: Next, we have information on our Parking and Transportation Committee. We need a faculty member on that committee.

Ms. James: We do need two student nominees, but we already have five faculty nominees. They are Elizabeth Lugg and Sandra Klitzing, who are Senate representatives, and three non-Senate nominees, Kevin Laudner, Jack Howard and Marie Dawson.

Senator Holland: So we will actually need to have an election at the next Faculty Caucus meeting.

10.28.08.06 *From Susan Kalter, Administrative Affairs and Budget Committee Chair: Hiring and Retention for Diversity – Recommendations and Statistics (Distribute to Administrative Affairs and Budget Committee and Faculty Affairs Committee After Committee Chairs Consult)*

Senator Kalter: I asked Deb Smitley in Planning and Institutional Research to give my committee numbers so that we could look at issues related to the Academic Impact Fund. It looked like, at the inception of the fund, that one of former Provost Urice's ideas was that the Academic Impact Fund would help to increase the diversity of the faculty, so I wanted to know whether or not that had actually happened over the past ten years of the AIF. The good news is that, in terms of tenured and tenure-track faculty, since the AIF was instated, the diversity of the tenure-track faculty has gone up. Whether the AIF caused that or not, we don't know; but over the past ten years, the diversity of non-tenure-track faculty, particularly, part-time non-tenure-track faculty, and what they call "other faculty" has actually been either been stable or gone down. Given that over the ten years since the AIF fund was created there have been many, many more non-tenure track faculty hired, I thought it might be a good a idea for Faculty Affairs to take on writing some guidelines for department chairs, who are responsible for hiring non-tenure-track faculty, as to how they can do that in a way that increases diversity.

Senator Borg: What are the guidelines supposed to do?

Senator Kalter: To give either the chair or committee appointed by the chair some ideas on how one might go about hiring for diversity.

Senator Borg: Don't they already have those kinds of instructions from HR?

Senator Kalter: I don't know.

Senator Borg: I think that those hires also go through Diversity and Affirmative Action and HR already has that kind of information, not as written policy, but certainly as instructions on how to go about doing that.

Senator Holland: Shane McCreery would probably be a good person to talk to.

Senator Borg: Or Derek Story in HR, but I will talk with you about that, Susan, because, as Chair of Faculty Affairs, I am not sure what you want the Faculty Affairs Committee to do with that.

Senator Kalter: One of the examples in our department is that when we hire non-tenure-track faculty, it is often by word of mouth. Word of mouth is one of the things that the 1981 Civil Rights Commission said is the worst way in which to hire because it tends to start with white males. So if that information exists in HR and in Shane's office, it is unclear if chairs are proactively pursuing diversity in hiring as opposed to sort of reactively saying, 'here's our pool of applicants.'

Senator Borg: Well, it sort of depends on the pool of applicants, too. If you are hiring in August for the fall semester, your pool is pretty small. It is limited geographically and diversity doesn't exist in that pool to begin with.

Senator Kalter: And that's another issue. When I was in California and I was a non-tenure-track faculty member, the departments I applied to would keep advertising that they wanted non-tenure-track faculty. They would keep a pool. As you said, when there is a very short hiring window, it is true (that the pool would lack diversity) unless you plan year by year to get a pool of people over a long period of time. That gives you a certain kind of selection ability.

Senator Borg: That works, of course, in areas like English, where you have multiple people doing the same task. It is more difficult for a music department to keep a pool of violists.

Senator Kalter: You might be surprised at how specialized the non-tenure-track faculty can be.

Senator Borg: Maybe so. I am just pointing out some of the problems. There doesn't exist a pool of viola players in this immediate community.

Senator Kalter: In any case, I wanted to call this to the attention of the Senate because it seems to be a negative exercise when what we are trying to do is increase the employee diversity of the whole university.

Senator Holland: I am happy to see that diversity has increased with tenure-track faculty. I think that that is partially because there is a full-year hiring process.

Senator Stewart: One of the best ways to address the problem is to decrease the number of non-tenure-track faculty.

Senator Holland: Is there anything else you wanted to say about this?

Senator Kalter: No, I will talk with Paul about it.

11.04.08.01 *From Deborah Curtis, COE Dean and Ed Stewart, Academic Affairs Committee Chair: E-Mail Communications Regarding Inclusion of ISU Faculty on Lab School Faculty Search Committees - Follow-up for 10/13/08 Executive Committee discussion (Dist. Administrative Affairs and Budget Committee Faculty Affairs Committee)*

Senator Stewart: Dean Curtis and I exchanged e-mails, played phone tag and then actually had a really good conversation. We are not of two separate minds when it comes to this issue, but it is a delicate and diplomatic issue. You do not want to tell the Lab Schools what to do, because they are a school. Just like public schools, their mission is to teach. The best way to go about getting collaboration is to collaborate both ways so that when there is somebody being hired over here, we could invite people in that discipline in the Lab Schools to be a member of the search committee. One of the things suggested was having a list of faculty willing to serve on a search committee from each area of the Lab Schools. I have done this twice at Metcalf and it was very enjoyable working with them; we hired two really wonderful art teachers. One of them had to leave after a year, but I have invited the other to participate in the

next search that we have in our discipline.

Senator Borg: I have talked with the Lab Schools' Senate representative and he asks just what it is that the Executive Committee wants them to do.

Senator Stewart: This has been discussed with CTE. Once they understood that it was an idea of collaboration and not a top-down command by which we are going to tell you that you must have a member of the university on your search committees, everyone seemed to think that it was a good idea. The idea is that it is a lab school, so the university is part of the equation. Our students go over there to observe and to co-teach or teach units. It is in our vested interest to see that we have good people hired and working over there, but it is also in their vested interest to know what the current trends are and to know the faculty over here. I would love to see more collaboration between the Lab Schools and the education units.

Senator Borg: Will this result in some sort of policy change? How is this to be done formally?

Senator Stewart: I think informally. I think what Deborah Curtis strongly hinted at was that it would be a recommendation.

Senator Kalter: Cynthia has this designated as a distribution to Administrative Affairs and Budget.

Ms. James: It does not have to go to that committee. I think that I indicated that committee because it is the committee looking at the administrative search committee policy. However, this is not necessarily a search for administrators.

Senator Holland: It would be more appropriate for Faculty Affairs.

Senator Borg: I would suggest that you continue, Senator Stewart, your communications to get their willingness to collaborate. The issue then is what is the mechanism whereby we ensure that, for example, Music Ed solicits participation from the Lab Schools when there is a search. We have to make sure that all of our departments with educational areas know about and buy in to this. How do we ensure that this is happening on both ends? That is where some sort of policy statement might need to happen rather than an informal agreement. Two years down the line, when a teacher leaves the high school, what's to say that they are going to remember this discussion?

Senator Stewart: Dean Curtis said that she would be very happy to be involved in the discussion and that she would come over and talk with Exec or whatever.

Senator Holland: Brian Conant is the Lab Schools' Senate representative.

Senator Borg: Yes, he is on the Faculty Affairs Committee and he is the one who has been concerned.

Senator Kalter: If this is going to be reciprocal as Dr. Curtis suggested, when we do tenure-track searches and someone from the Lab Schools is going to have the right to be on the search committee, then the colleges would need to have...

Senator Stewart: A policy.

Senator Kalter: A policy or guidelines or a change to the ASPT rules.

Senator Stewart: But it would only be in effect if it were a search for an education faculty within the unit.

Senator Kalter: As was said, when we have turnover in the English Department Chair position in five or ten years, will that chair know?

Senator Stewart: So it needs to be a written policy.

Senator Kalter: And a policy that they are going to look at before they search.

Senator Holland: It almost seems like an issue for CTE and the Faculty Affairs Committee to work out.

President Bowman: This would only apply to the College of Education?

Senator Holland: It would apply to any of the units with an education component.

President Bowman: Most of our tenure-track hires would fall into that category, so they would potentially have 57 committees to sit on.

Senator Holland: It would only be for committees in which they were hiring someone for, for example, Art Education.

Senator Borg: Then what we need to do is find out the locus of the most detailed version of how committees are set up departmentally. It doesn't happen in the administrator search policy. The rules tend to be created at the collegiate level, so we need to be careful about imposing something on the colleges.

Senator Holland: Actually, departmental search committees are formed at the departmental level, so we could say, 'this is a recommendation' on how the committees are formed.

Senator Fazel: Or "strongly encouraged".

Senator Borg: I am cynical enough to believe that "strongly encouraged" recommendations will be forgotten in two or three years.

Senator Holland: Well, let's just write it down.

Senator Borg: Yes, but written in the right place.

Senator Holland: Yes, it would have to go into each department's search policy.

Senator Kalter: Or it would have to be within the ASPT document.

Senator Borg: Yes, the ASPT document would be the place to do it.

Senator Kalter: So that would be the Faculty Review Committee or the University Review Committee.

Senator Borg: Eventually, it would go through the Faculty Caucus or the Faculty Affairs Committee.

President Bowman: I can see departments complaining about having Lab Schools there for tenure-track searches.

Senator Stewart: But it is only for one category.

Senator Holland: I can also see the Lab Schools having a problem getting participants.

Senator Fazel: Yes, that is one of the other points. I am not sure if the benefits outweigh the costs. I am not sure how much we are going to benefit from having someone from the Lab Schools sitting on our committees.

Senator Holland: From a collaborative point of view, if we say that we get to be on their search committees and they don't get to be on ours, that won't work.

Senator Stewart: There is the added benefit of them coming over and reviewing the materials of the people applying, seeing what their credentials are, and seeing what they are involved in in terms of research.

Senator Kalter: I kind of agree with Dr. Bowman that there might be some concern in the departments if the person is a voting member of a tenure-track search committee. In our department, recently we have had searches wherein members of the search committee made a huge difference in whether someone was interviewed, hired, all of that, and if there is someone (on the committee) outside of the tenure-track faculty, the tenure-track faculty will have a big problem with that. If someone can be on a lab school committee as an ex-officio, giving them advice, but not voting, and vice-versa...

Senator Borg: Did this proposal come from you, essentially, Senator Stewart?

Senator Stewart: Actually it came out of a discussion...

Senator Holland: Last year. We were not happy with some of the collaborations between the Lab Schools and departments, but this discussion is probably more relevant to whoever makes the decision on this.

Senator Borg: The question to the Executive Committee is, 'do we want to pursue this?' If so, then what is the venue?

Senator Stewart: Things, as they stand, are not very good.

Senator Fazel: You mean things are not good in the Lab Schools?

Senator Borg: Will creating a rule change that?

Senator Holland: Maybe, maybe not.

President Bowman: Yes, because you want to write the rules to encourage collaboration as a by-product.

Ms. James: Do you want to have the two External Committees weigh in on this—CTE and the URC?

Senator Borg: Is there a council or governance unit within the Lab Schools? The governance group of the Lab Schools would be a comparable unit to the Council for Teacher Education or us, because CTE is officially an External Committee of the Senate. I think the URC would be involved should the decision be made to pursue this. That would be the time to engage them to see how and where it would go, but I am not sure we are ready for that yet.

Senator Fazel: Do the Lab Schools have search committees or is it the principal who chooses someone?

President Bowman: They do have search committees.

Senator Stewart: The problem, particularly for art, is that it is a one-person department. If that person leaves, they are not going to be on the search committee, so you have the principal, who may know nothing about our discipline, making the decision. At best, it would be to their advantage to have someone from Art Education involved.

Senator Borg: I agree, but I am thinking through all of the obstructionist kinds of arguments that will come up.

Senator Holland: You will continue your discussions with Dean Curtis?

Senator Stewart: Yes.

Senator Borg: Depending on the results and if it becomes something that we want to produce formally, then we can do that, but we are trying to find the route for the formality. We are not sure what that formality ought to be.

Senator Stewart: The point is that we need to do better than what we have been doing. We just can't sit here and say it would be too much of a problem so we are not going to do anything.

In Summary: The matter will be referred to the Faculty Affairs Committee depending on the outcome of further discussions between Senator Stewart and Dean Curtis and depending on whether the Executive Committee decides that this is a matter to be pursued. If the Executive Committee charges the Faculty Affairs Committee with the creation of policy concerning university and Lab Schools collaboration, as it relates to faculty searches for the education component(s) of a unit, the Faculty Affairs Committee will work with the Lab Schools' governance body, should such a body exist. In the event the Faculty Affairs Committee recommends that revisions be made to the ASPT guidelines by the University Review Committee, those recommendations would need to be vetted in/approved by the Faculty Caucus.

11.06.08.01 *From Sheri Everts, Provost: Request to Present Distinguished Professor Nominees to Academic Senate Faculty Caucus*

Senator Holland: Our next item is from Provost Everts about soliciting recommendations for Distinguished Professors.

Senator Borg: They are asking us to place this on the Faculty Caucus Agenda.

The item will be placed on the Faculty Caucus Agenda of December 10, 2008 as requested.

11.06.08.02 *From Sheri Everts, Provost: Follow-Up on NTT Faculty Union Membership Status/ Inclusion of NTT Faculty in AFEGC Policy*

10.09.08.07 *From Academic Senate Office: Document Containing Language to be Reinserted or Deleted in AFEGC Policy and Senate Blue Book (Originally discussed by Executive Committee on 10/13/08)*

Senator Holland: You may recall that at our last meeting, we were confused about whether to include NTTs in the AFEGC policy. As it turns out, there are NTTs who are not covered by the union, so we will have to reinsert that language back into the policy from which it was deleted and not delete it from the *Blue Book*.

Senator Kalter: I was not here last time. When I read the minutes, I was extremely confused about the relevance of whether or not they were part of the union. Do the unions have the power to protect someone against academic freedom issues?

Senator Holland: Essentially, all grievance issues are brought to the union if you are a part of that union.

Senator Kalter: Even if it is something other than a salary grievance, such as an academic freedom grievance?

Senator Holland: I believe that it covers everything, but there are NTTs that are not in the union.

Senator Borg: For example, should the general faculty decide to unionize, all of these procedures that we have set up in our governance system would either cease to exist or become a path to ensue in addition to the more permanent one of union adjudication.

IV. *Proposed Agenda for Academic Senate Meeting on November 19, 2008:*

Call to Order

Roll Call

Approval of Minutes of October 22, 2008

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*

Information Item:

10.09.08.02 *Milner Library Bylaws – As Revised By Milner (Rules Committee)*

Communications

Adjournment

Motion XXXX-30: By Senator Ruscitti, seconded by Senator Mason, to approve the Academic Senate Agenda of November 19, 2008. The agenda was unanimously approved. The Honorary Degree Candidate Recommendation(s) from President Bowman was later added to the Senate Agenda, as discussed in the section below.

Note: After the approval of the Senate Agenda, the student members of the Executive Committee excused themselves from the Executive Committee meeting in order to attend another meeting.

*Additional Discussion Topics: Addendum to Senate and Faculty Caucus Agendas
Executive Session not instated; therefore, details not included concerning the Honorary Degree Candidate Recommendation(s)*

Senator Holland: We have candidate(s) for an Honorary Degree.

Ms. James: Does this need to go to the full Senate?

Senator Holland: I don't know if we need to send out the entire vita(s).

President Bowman: I think that I need the blessing of the Senate.

Senator Borg: The Senate or the Faculty Caucus?

President Bowman: I think that it is the Senate; I would have to double check.

Senator Fazel: I think that it is the Senate because I believe that the students were also involved last time.

Senator Borg: Shall we then just tack this on to the Senate Agenda by Friendly Amendment?

Senator Holland: Yes. We also need to add to the proposed Faculty Caucus Agenda the annual promotion, tenure and salary increments presentation by the Provost.

Ms. James: You also mentioned the addition of the midyear salary increments proposal.

Senator Holland: I have not had a chance to speak to the Provost about providing that information yet.

Senator Borg: If she can do it on the November 19th, let's add it to that Faculty Caucus agenda.

Senator Kalter: So we are adding the annual report on the promotion, tenure and salary increments to the Faculty Caucus Agenda and also the midyear salary increments?

Senator Holland: The Provost will need to get the blessing of the caucus for mediating the ASPT process for the midyear salary increments; otherwise, it has to follow the regular ASPT rules.

Senator Kalter: It seems like we should do that on November 19th in case we don't have a meeting in December.

President Bowman: The CFSCs and DFSCs will do the reviews and make the recommendations to the deans.

The Academic Senate Agenda was amended to include the Honorary Degree Candidate Recommendation(s) and, the Faculty Caucus Agenda, to include the annual promotion, tenure and salary report, as well as the midyear salary increments recommendations.

Additional Discussion Topics: Withdrawal from the University Policy

Senator Stewart: Jonathan Rosenthal, who has been marvelous to work with on the Academic Affairs Committee, is working on a change in policy for withdrawal from the University. Right now, we can issue a WX, WP or WF and he wants to simplify that to just a W. With a WF, students receive no credit for any of their courses, which is the same as an F. It is punitive, it hurts their GPA and it very much hurts their ability to come back to the university later on. Usually when a student is to the point at which they are withdrawing from the university, they have been gone from the university for two to four weeks and then they think, 'I had better drop.' It usually has to do with issues of health, family or finances. Things are spinning out of control, they make the right decision to drop, and now they are being penalized. They are already being penalized because they are not getting any of their tuition money back nor, perhaps, the costs of their books. To further penalize them seems like beating a dead horse.

Senator Holland: I can also see students waiting until the last day of class, dropping and taking the class again.

Senator Kalter: You know, as it stands, you can do that and I don't have a problem with that, personally.

Senator Stewart: It has already gone before the curriculum committee and nobody had a problem with it there. It probably will make it to the full Senate.

Senator Kalter: I have never seen a WF on any of my records. Is that something that I would not see because they get pulled off?

Senator Stewart: It is not a grade that you would give to an individual student at the end of the year. This policy only relates to the student withdrawing from the university.

Senator Kalter: So I would never see it because it happens after they actually get taken off my roster?

Senator Stewart: You might get a letter. We had a student this semester withdraw from the university because of health concerns. After three weeks of not being able to attend classes, he decided to withdraw.

Senator Holland: What about for students who just want to withdraw from one class?

Senator Stewart: The policy is not dealing with that; it is only for withdrawal from the university.

Senator Kalter: I think that it might be a good idea to look into that situation. I have a student who is out of my class for what I would consider legitimate reasons. There are some students who might need to withdraw from half of their classes, but not the other half either for financial aid reasons or because they are trying to keep their family solvent. You might also want to look at the instance in which someone might need to withdraw from one or two classes after

the drop deadline, sort of like going down to part-time work. I don't have a problem with that and I am not sure why the university does. If the person can give documentation that they are only able to do a certain amount of work...

Senator Holland: I, personally, don't have a problem with that, but I know of some people who are already upset because they don't get to sign off and allow people to drop, even though it is specifically stated in the college guidelines.

Senator Kalter: I think that our university has a really punitive approach toward students. We tend to think that they are always trying to get one over on us. I don't think that that is the case most of the time. I think that you can ask for documentation and if you don't receive it, then you say, 'I am sorry, but you can't get away with this.' If they can give you documentation and they can give a legitimate excuse, why are we treating them differently than an employee like me, who needed to be off part-time while I was recovering because I could not physically go to my classes?

Senator Borg: What is the appropriate group to deal with that? We are not. If we want that question answered, we will have to refer it to the appropriate group, not an internal committee, but to whomever it is that initiates this. That would be the appropriate person to try to figure that out. This has implications both administratively and policy wise.

Senator Holland: Who made the changes this year in which students no longer have to get a signature to drop?

Senator Borg: It did not come through the Senate, did it? That was an administrative decision and I think that we need to watch those kinds of issues. I agree with you on that because I don't remember considering that in the Senate. We were just told this fall that that was going to happen.

Senator Fazel: A long time ago, we had the Academic Standards Committee, but we don't have that any more.

Senator Borg: Yes, Lane abolished it, because the committee did not have anything to do, we couldn't get any members or something like that, but we need to start watching things like this being a purely administrative decision-making process.

Note: The Senate abolished the committee after the Executive Committee was informed that 'the Academic Standards Committee is, essentially, now the Office of Enrollment Management and Academic Services'.

President Bowman: I remember the change, but I can't remember how it happened.

Senator Borg: It didn't happen on this committee or in the Senate. There is an issue that we (the Faculty Affairs Committee) have to deal with concerning hiring. There is a discrepancy between what HR sends out and what the ASPT document says. We can't have pseudo policies or procedure manuals that disagree. If we are done with this, I have a point to bring up, too.

Senator Holland: Yes, I think we are done with this.

Note: At this point in the discussion, President Bowman excused himself from the meeting.

Additional Discussion Topics: Council on General Education Mennonite Representative/Addition to Faculty Caucus Agenda

Senator Borg: I have a question about the Council on General Education Mennonite Representative. The college has put forward Ameer Adkins as its CGE nominee. Since she is the interim associate dean, there has been some question about whether that trumps her faculty status. I will point out that being an administrator does not take away your faculty status. I was a member of the Senate while I was in an administrative post.

Senator Holland: Yes, as interim chair.

Senator Borg: Yes, as chair. Since Mennonite has so few faculty, since Mennonite, itself, wants this person on the Council on General Education, and I can see a couple of reasons why—most of them are trained in their specialty, but

Amee is from the area of Education to begin with and probably can speak with a better voice—is there any policy preventing her serving on CGE?

Ms. James: Paul, it was you that brought up the motion, when this election came before the Faculty Caucus, to remove Ameer from the ballot.

Senator Borg: No, I mentioned, specifically, Oforiwaa Aduonum of the School of Music, who is on sabbatical, and, because there was a question, I suggested we not vote on this that night until we clarified it, but I am convinced that Ameer needs to be on CGE.

Senator Kalter: Is the question about whether she is eligible to represent the College of Nursing since she is in the College of Ed.

Ms. James: The question was about her faculty status. She is from the College of Education, but she is serving now as the interim associate dean for Mennonite.

Senator Borg: Because she has an interim administrative post, does that prevent it? I don't think it does.

Senator Holland: The guidelines that we followed when I was on Rules were that if it was a chair, they can go either way. If it is a dean, he or she is considered an administrator. Now for an interim dean, I am not sure. I don't have any real problem with it, but didn't Joe Solberg, Chair of Rules, come up with basically a procedure to follow.

Ms. James: He informed the Dean of Mennonite, who was in attendance at the Senate meeting on that evening, that the Rules Committee can disregard collegial representation, per the Senate bylaws, if no qualified candidate is put forward by the college in question. In that case, they can appoint a member from a different college to fill the vacancy.

Senator Stewart: The problem with that is does Mennonite have departments? Ameer is the associate dean/chair.

Senator Holland: That is one of the reasons that we had to jump through all of the hoops at the last meeting to get their dean search going. The administrator search policy rules states that they have to have a chair serve on the search committee, but they don't have one.

Senator Stewart: I think it's a special circumstance.

Senator Borg: However we create the subterfuge, I think that we ought to make sure it happens and soon.

Senator Kalter: So what they are saying is that none of the other faculty have the time to do this and that she is the most appropriate representative?

Senator Borg: I would go so far as to argue that most of them have probably absolutely no contact with General Education. They don't have courses in General Education. They don't get tapped anymore for Foundations of Inquiry, which they did when there was such a Gen Ed course, so there is really no direct course of faculty participation on their part. They have an individual now, who, at least, has had some experience and why not make use of that experience?

Senator Holland: Is there any reason, in that case, for Mennonite to even be represented on CGE?

Senator Stewart: Their students are affected by General Education.

Senator Borg: Their students are affected because they have to take General Education courses. I want to be able to tell Joe that we have talked about this. Are we in agreement to make it happen?

Senator Stewart: Should we consider Mennonite a special case?

Senator Borg: We have to. When they came to the university, there were all kinds of exceptions that had to be made. They had no tenure-track faculty to begin with. After awhile, they had a few tenure-tracks, but no tenured faculty, so the entire ASPT process had to be adapted for them. They are the only college with no departments.

Senator Lonbom: Well, Milner...

Senator Borg: Well, the only college with no departments with active students.

Senator Stewart: What I am asking is should we officially make them a special case.

Senator Borg: I would suggest not, for a couple of reasons. We tried to adapt the procedures for them knowing that they were invited for participation on all of these things like everyone else but knowing that they could not fill the spots because they do not have enough people. The reason for this, initially, was that we did not want them feeling like outsiders and not becoming a part of the university. That is no longer really an issue at this point, but I still think that the less separate you make them feel, the better. They feel separate enough with fewer faculty, but with enormous responsibilities for instruction.

Amee Adkins will be placed as the nominee for the Mennonite College of Nursing vacancy on CGE. The CGE election will be added to the Faculty Caucus Agenda of November 19, 2008.

Adjournment