

Academic Senate Executive Committee Minutes
Monday, February 9, 2009
(Approved)

Call to Order

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

Present: Farzaneh Fazel, Dan Holland, Susan Kalter, Kathleen Lonbom, Ted Mason, Matt Spialek, Ed Stewart, Jodi Sullivan, Provost Sheri Everts, President Al Bowman

Absent: Jacqueline Krug, Paul Borg

Approval of Executive Committee Minutes of January 26, 2009

Motion XXXX-: By Senator Fazel, seconded by Senator Mason, to approve the Executive Committee Minutes of January 23, 2009.

Corrections to Minutes. Senator Fazel's Comments: Page 6, paragraph 2, the phrase, "spend up graduation" was corrected to "speed up graduation". Page 7, towards the bottom of the page, Senator Fazel's comments: "Steve Bragg and Deb Smitley are presenting information." was corrected to "Steve Bragg is a member of the committee, but Deb Smitley represents him on the committee." In the next paragraph, the phrase, "We will ask departments..." was corrected to "We will ask the Senate..."

The minutes, as revised, were unanimously approved.

Distributed Communications:

02.05.09.01 From Ed Stewart/Academic Affairs Committee: Policy on Dress Codes (Action Item on 2/18/09)

Senator Stewart: I didn't know if we wanted to do all of these at one Senate meeting or not. I think Jonathan is still amending the Withdrawal Policy, which is listed as an Action Item on the Senate Agenda. I don't think that that will be on the next Senate Agenda, because we are still working on amendments to that.

Senator Holland: So, when we get down to the approval of the Senate Agenda, we will take that off.

Senator Stewart: In the title of the Policy on Dress Codes, we probably shouldn't have "Draft" anymore because we are bringing that forward as an Action Item. We amended a couple of things and I sent Cynthia the amended policy with the revisions underlined. This is the language that was added: "Dress Codes should be developed in fair and open consultations with all affected groups." We tried to underscore that this is not just a conversation that you have in passing in the hallway. Then Susan suggested the second bullet point, "Dress Codes must be specifically tailored to the individual course to which they apply and must not be of general applicability." We replaced the language that was formerly in the second bullet point with Susan's recommendation, so it no longer says anything about "general applicability". The rest of it is as you have seen it.

Ms. James: And all of that is in the revised policy that you sent to me?

Senator Stewart: Yes.

NOTE: 02.09.09.02 Policy on Dress Codes is the revised policy to be distributed to the Senate on February 18, 2009.

Senator Fazel: Does that address the students' concerns?

Senator Stewart: Yes, I think so.

02.05.09.02 From Ed Stewart/Academic Affairs Committee: Baccalaureate Degree Programs Policy – Addition of

Language RE: Ten-Limit for Prerequisites (Information Item on 2/18/09)

Senator Stewart: This policy addresses the ten-year limit for prerequisites for courses. This is presented not as new policy, but as a revision or addition to the 2.1.9 Baccalaureate Degree Programs Policy. Jonathan Rosenthal put the new language into that policy under letter M. That addition is highlighted on page 3 of the document. This is pretty much taking the catalog copy and putting it in the policy, which is really putting the cart before the horse. Basically, this is going to be the same wording as the catalog copy. It acknowledges that because disciplinary knowledge advances and changes, there should be a limitation on how long a course would be valid as a prerequisite. This is not only for the university's benefit, but for the student's as well.

Senator Fazel: Ten years is generous.

Senator Stewart: Very generous.

Senator Holland: There's a particular example that you acknowledged.

Senator Stewart: Math?

Senator Holland: Yes, because the justification of advances or changes would not apply to math. Math hasn't changed in 100 years.

Senator Stewart: Right, science would be a better example.

Senator Fazel: Yes, and also business constantly changes.

Senator Kalter: It will then be the responsibility of departments to initiate catalog copy?

Senator Stewart: Yes, and that is a very good question. You should bring that up in the Senate if I forget, but I will probably make that point.

President Bowman: Does this need to appear in every degree program, or does this really take care of it as a general requirement?

Senator Holland: At this point, I think it is an optional requirement that they can establish. Any department that thinks that it is appropriate can enforce it.

Senator Stewart: If it's a course like math, in which nothing is changing, then it is not necessary, but they will have to amend their catalog copy if they wish to enforce this policy.

Senator Holland: But for example, if you have not had Math 145 for ten years, you will have forgotten it.

Senator Stewart: That's right; it's not that the information has advanced.

Senator Holland: Now we move on to the proposed agenda for February 18, 2009.

Proposed Agenda for Academic Senate for February 18, 2009:

**Academic Senate Meeting Agenda
Wednesday, February 18, 2009
7:00 P.M.
OLD MAIN ROOM, BONE STUDENT CENTER**

Call to Order

Roll Call

Approval of Minutes of February 4, 2009

Presentation: Increased Criminal Activity in Campus Community and Response by ISU Police Department (Ron Swan, Chief of Police)

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 Items:

~~02.05.09.01~~ 02.09.09.02 ***Policy on Dress Codes (Academic Affairs Committee)***

~~01.23.09.01~~ ~~***Withdrawal Policy – Withdrawal from Courses/Withdrawal from University (Academic Affairs Committee) (See Senate Packet of 2/4/09 for this Document)***~~

01.25.09.02 ***Academic Department Chairperson/School Director Responsibilities, Appointment, Compensation, Terms, Evaluation Policy-Second Revision (Administrative Affairs and Budget Committee) (See Senate Packet of 2/4/09 for this Document)***

01.25.09.01 ***Academic Dean Responsibilities, Appointment, Compensation, Terms, Evaluation Policy-Second Revision (Administrative Affairs and Budget Committee) (See Senate Packet of 2/4/09 for this Document)***

Information Item:

02.05.09.02 ***Baccalaureate Degree Programs Policy – Addition of Language RE: Ten-Limit for Prerequisites (Academic Affairs Committee)***

Communications

Adjournment

Motion XXXX-: By Senator Mason, seconded by Senator Stewart, to approve the Senate Agenda for February 18, 2009.

Senator Mason: So the withdrawal policy will be held off for another meeting?

Senator Stewart: Yes, because Jonathan is working out the exact wording. Remember that Caroline Mallory had a

question about specific wording of something in the policy. She and Jonathan have been e-mailing back and forth ironing it out. I think that it is just about ready to go, but it was not ready before this meeting, so the withdrawal policy will have to wait.

Senator Holland: If the questions about the Ten-Year Limit become redundant during the Information Session, we can cut off the discussion.

Senator Stewart: Is “Calling the Question” a way to end discussion, with the back up of “Calling the Previous Question”? If a person objects to calling the question to permit further debate, yet does not want to debate a question, does that invalidate the objection?

Senator Holland: I don’t know that it does. That happened last time, but then Paul told them the other way to do it, where you don’t get to object. Everyone just votes on the motion.

Ms. James: I think that would be “Moving the Question”, rather than “Calling the Question”, followed by a vote, without debate, on the motion to “Move the Question”.

The agenda, with the removal of the Withdrawal Policy, was unanimously approved.

Discussion

Year One Committee – Creating Internet-Based Database for Easy Access of Information by Students

Senator Stewart: “Year One” is moving along rather nicely, so I have told them that they should request some time to make a presentation to the Senate.

Senator Holland: What is Year One?

Senator Stewart: The Year One Committee is all of the units involved in giving services to students who are new to the university, whether transfer or freshmen. The idea is to coordinate all of these systems and programs. They are building a website in which they are creating a database for questions asked that will direct students to the right website or give them an answer. They are identifying all of their communications with a logo-type image that says “Year One” so that when students, who are new to the campus, get one of these things, they will know that it pertains specifically to them. It is a way of letting students know that we are here for them, to make them feel welcome on campus, and that there are places to go for answers. They have actually been working on this for a number of years and I think that it is a part of the success of the retention of our new students.

Provost Everts: I agree and I thank you for serving on that committee.

Senator Stewart: It’s my pleasure; I would not have known that it existed if I had not served on the committee, which is why I thought that they should come to the Senate.

Ms. James: Do you know when they might want to make a presentation?

Senator Stewart: Their office is just around the corner, so they will be approaching somebody, either you or Dan.

Senator Holland: Are they ready to make a presentation?

Senator Stewart: They were at a conference last week in Florida.

Provost Everts: Yes, that is where Danielle Lindsey is right now. They are, in essence, presenting about the program. As you said, it brings it all together. Students don’t know where to look. That common logo will make it easier for students to find information.

Senator Stewart: I don’t think that their web pages are up and running yet, but that is what they are working on right now. I think that maybe two or three meetings from now, they will be ready to make a presentation.

President Bowman: The retention rate hit 83% in the last reporting period.

Senator Kalter: That is incredible.

President Bowman: In the fall to spring for this recording cycle, it is over 90% for freshmen and transfer students.

Milner Library Facility Maintenance Concerns

Senator Lonbom: On my way over, I ran into our library facilities person, who was coming out of the back door with the last of 100 gallons of water, which he had been toting out over the last 30 hours. He knew that I was going to be sitting in the room with the President and the Provost. I told him that I would tell you that they have been removing water for 30 hours. The ceiling continues to fall. It is really frightening. I had not been in what is now the storage area. It is not open to the public, but we still have student assistants going down in that area to retrieve material. By design, it is frightening to see how fast it is degrading after the winter that we have had. It is literally what is underneath the library-student center plaza.

President Bowman: It is really sad; it is just terrible.

Senator Stewart: Water is incredible in terms of its force to destruct.

Senator Lonbom: Water and salt is what is coming through now from this winter that we have had. Think about 100 gallons over the last 30 hours.

Senator Holland: Is the water channeled into kind of one area?

Senator Lonbom: There is an elaborate system; it sounds like you are in a tropical rain forest down there. There are large buckets and funneling systems.

Senator Holland: Is there anyway that we could install some sump pumps so that they constantly pump out the water?

Senator Lonbom: It changes all the time. It is not predictable because the concrete is contracting, expanding and falling.

Ms. James: What actually is under there?

Senator Lonbom: It used to be the education area.

Ms. James: But there is nothing being stored there now, like books, that could be damaged?

Senator Lonbom: It is a storage area now. It is onsite storage for lesser used materials.

Ms. James: Are any of those materials being ruined by the water?

Senator Lonbom: Like I say, there's an elaborate system of channeling, plastic sheeting and buckets. I just want to keep you up to date on that.

Senator Kalter: Is there a risk of collapse from above there?

Senator Lonbom: I wondered about that when I was walking over here; I don't know.

Senator Kalter: That could be a disaster.

Senator Stewart: I would say that with the steel reinforcing in the concrete, it probably won't collapse, but the concrete is probably going to chip off.

Senator Fazel: That could cause injury to someone.

President Bowman: Before they impeached the Governor, the prospect of a capital bill was two years from now. Now, we may see a capital bill in a year's time, which would put the library in next year's budget plan. So at least there is a solution on the horizon.

Senator Lonbom: I have been in the Fine Arts building and I know that that is a danger, too.

President Bowman: The library was actually ahead of Fine Arts on the list, but we flipped them because that building is worse.

Academic Senate Executive Committee Membership Composition – Questions from Rules Committee

Senator Lonbom: I have a question about another issue. The Rules Committee was a bit confused, and I know that I was, too, when I left after our last committee meeting, about the request being made about the makeup of the Executive Committee. People on the Rules Committee talked about the fact that the meetings are open and that membership is done by election. I am not sure what groups Mboka wanted to be involved.

Senator Holland: Mboka was really interested in the Administrative Personnel. We have one civil service, one non-tenure track faculty and one faculty associate representative on the Senate. There are huge ramifications in changing the makeup. The Memorandum of Understanding would have to be changed.

Ms. James: I think at the last meeting that Paul Borg specifically said that the Memorandum of Understanding had no bearing on the makeup of the Executive Committee.

Senator Holland: The documents that specially state the makeup of the Executive Committee would have to be changed. It would stimulate a fair amount of debate about one additional person and the balance of power.

Senator Lonbom: Do APs have a representative on the Senate?

Senator Holland: Yes, they have one representative. It also brings up the question, will the Senate AP representative necessarily want to be a part of the Executive Committee. Also, would the AP representative take it as his or her responsibility to also represent civil service, faculty associates and any other representatives on the Senate who are not on Exec.?

Ms. James: I think that civil service is a little different because the NTT faculty representative and the faculty associate are faculty and, therefore, have representation on Exec. They still have a voice on this committee, but civil service and AP do not. That is why I am speaking in favor of having a civil service representative as well, even though there will be a lot of documents to change.

Senator Lonbom: Are those people available to run for Executive Committee?

Senator Holland: No, we have student representatives, faculty representatives and the President and Provost.

Ms. James: The bylaws would have to be changed to permit them to be eligible to serve on the Executive Committee.

Senator Holland: It could be changed, but it was one of those things that we were asking Rules to think about and to try to figure out what might happen with that change and decide whether or not this would be a good thing or a bad thing.

Senator Fazel: Basically, it would be just an AP then, if civil service and NTT faculty are unionized.

Senator Holland: Although there are civil service and NTT faculty who are not unionized.

(Ms. James: The salaries of civil service employees with an administrative title, such as Administrative Clerk and perhaps other categories, are not negotiated by the union, nor do those employees have official union representation.)

Senator Fazel: Since NTTs are still faculty, then we are talking about APs and civil service.

Senator Holland: And faculty associates.

Senator Fazel: They are also still faculty, so there would two more. So the real issue is that it is really not an election because there is only one representative for each of those groups on the Senate. Those representatives would automatically then be a part of the Executive Committee.

Senator Lonbom: They would be appointed.

Senator Holland: Like the President and the Provost.

President Bowman: But we don't vote.

Ms. James: I am not sure that you don't vote on Exec.

President Bowman: No, we don't vote; it wouldn't be fair because then I have to make the final decisions.

Senator Mason: Yes, like the judge.

(laughter)

Senator Stewart: The President and Provost are automatically on Exec like the Chair and the Secretary of the Senate. What about the chair of each Internal Committee having a seat here?

Senator Holland: We make sure when making Internal Committee assignments in the summer that there would be at least one person on the Executive Committee from each Internal Committee.

Senator Lonbom: Yes, it really helps.

Senator Stewart: Because the communication is a lot better.

President Bowman: So the question is, should an AP be on the Executive Committee?

Senator Lonbom: AP, civil service and NTT also? If, in fact, we are looking at changing the makeup, how would you disregard the other factions?

Senator Holland: We could not put one from every single group without turning this Executive Committee into the whole Senate. You could potentially have AP and Civil Service rotate.

Senator Lonbom: That gives me a better idea; that's very helpful. I wasn't really sure how many different groups that we really needed to be looking at.

Senator Holland: You might want to think about faculty associates and NTTs because they really are separate groups. You might want to talk to the NTT and faculty associate reps to see what they think.

Senator Lonbom: NTTs are represented on the Senate?

Senator Holland: Yes.

Senator Lonbom: I am going to come back to the union question. Even though the majority of NTTs are union...

Senator Holland: The majority are union, but there are still issues that concern anybody.

Senator Lonbom: I am just kind of remembering Paul Borg talking about the union, sort of that once you get unionized...

Senator Stewart: You are not a part of the self-governance system because you have a voice through the union.

Senator Holland: It may not be appropriate to have an NTT on the Senate.

President Bowman: Their issues are part of their contract.

Ms. James: But not all are unionized.

President Bowman: Yes, the debate when they allowed them to have a rep on the Senate was the fact that some NTTs were not part of the union.

Senator Lonbom: So that's good will on the Senate's part.

Senator Kalter: Under what circumstances are NTTs not part of the union.

Senator Lonbom: The NTT faculty librarians and the Mennonite College of Nursing NTTs are not part of the union. There is some sort of history there, but that was before I was in my faculty position.

President Bowman: I don't remember, but we can find that out.

Provost Everts: I think Chuck (McGuire) has that.

Senator Holland: I am sure that Chuck would have that and I think that Caroline Mallory would know. On the surface, it seems like adding members would be fairly simple, but there are a number of issues here.

Senator Lonbom: Understood. Thank you.

For your information, the makeup of the Academic Senate can be found on the Senate website at: [/whatis.html#WhatIsSenate](#). The makeup of the Academic Senate Executive Committee, as described in the Senate *Blue Book*, can be found at: [/Committees/ExecutiveCom/ExecutiveComDescrip.htm](#).

Adjournment

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