

Academic Senate Executive Committee Minutes
Monday, March 30, 2009, 4:00 P.M.
(Approved)

Call to Order

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 March 16, 2009

Motion XXXX-: By Senator Spialek, seconded by Senator Fazel, to approve the Executive Committee Minutes of March 16, 2009. The minutes were unanimously approved.

Oral Communication:

03.17.09.02 *From Danielle Lindsey, Director of Academic Services/Assoc. Director Summer Session: YearOne Committee – Request for Presentation to the Senate (On 4/8/09 Senate Agenda)*

Senator Holland: The YearOne Committee will make a presentation to the Senate on April 8th.

Senator Stewart: The committee is pulling together all of the resources for students entering their first year at ISU, whether that's freshmen or transfer students. So all of the services, health, library, social services, financial services, etc., are linked to YearOne. The committee is developing a website so that students will be able to link to all of these services. Their presentation is to make sure that everyone on the Senate knows that YearOne exists and what it is that they do.

Distributed Communications:

03.17.09.01 *From Associate Provost Jan Murphy/Academic Planning Committee: Program Review Reports – Available by Request*

Senator Holland: The Academic Planning Committee has completed its program review. If you would like to see those, they are available upon request.

Senator Lonbom: I have a question about the availability, since that has changed to the Provost's Office. Are these available online now?

Provost Everts: I don't know that.

Senator Holland: You can send a message to Jan Murphy or Mardell Wilson and they could tell you exactly where to get those. Predominantly, what you will find are the executive summaries and I believe that, traditionally, we get copies of those in our Senate packets.

Ms. James: They are presented to the Senate as part of the Academic Plan, which will come before the Senate as an Advisory Item in May.

03.26.09.01 *From Farzaneh Fazel/Planning and Finance Committee: 2009-10 Institutional Goals and Priorities Report (Information Item on 4/8/09 Senate Agenda)*

Senator Fazel: In our annual priorities report to the Senate, many of the recommendations and priorities are the same as last year. We are appreciative of the kinds of things the university is doing and that we are moving in the right direction. Some of the recommendations were not completed, so we kept them on the list as our support of the university's continuing progress in those areas. The Planning and Finance Committee talked about the increase in salaries from assistant to associate and associate to full professor. The question came up about how full professors will

ever be compensated just beyond our annual raises. Full professors lag farther behind in salaries than associate professors. The numbers in the report are from Provost Everts' report to the Senate, but I don't know if those are the most current figures: full professors, 9.7%, and associate professors. 5.5%.

Senator Holland: Is that with the midterm raises?

President Bowman: They will recalculate those numbers next fall.

Senator Fazel: So this is currently the best estimate of the projected lag?

Provost Everts: I would be happy to check on that associated with the most current data.

Senator Fazel: Our understanding is that some colleges already pay attention to this when they are distributing the midyear raises, but not every college or department does so and full professors feel that there is really nothing left for them in terms of money. When associates are promoted to full professors, they receive a \$5,000 raise. When assistants are promoted to associate professors, they receive a \$4,000 raise. Then incoming assistant professors are getting 105% of the market average. So, the question was asked if more attention could be given to full professor salaries during the midyear raise process.

President Bowman: Midyear raises have been going predominantly to associate and full professors.

Senator Fazel: Perhaps you should give priority to full professors.

President Bowman: I think that we already do, but we can check those numbers and let everyone see what has been done. When I scanned those numbers, it appeared that associates and full professors are getting the vast majority of the raises; assistant professors are not getting much at all.

Provost Everts: I think that we made a tremendous achievement this year in closing that gap a bit more between the lag in associate and in full professor averages. With the new data, I think that you will see that.

Senator Stewart: If there was a chart showing over the years how that gap has closed, I think you might see that the difference between associate and full has been narrowing. We are talking about the gap between what associate and full professors make compared to the norms.

Senator Fazel: What we are hearing is that some colleges and departments are taking the lags into consideration and some are not.

President Bowman: It is uneven. In some places, if there is a full professor who is doing well, but who is at the top, the money sometimes goes somewhere else. We can easily pull out specific numbers and show on average how much full professor salaries have increased.

Senator Fazel: We included in our report last year the issue of transparency of the process. I don't know how many chairs and deans have actually given reports to their colleges and departments in terms of how the process has been implemented, what the ranges are and how the decisions were made. So we are recommending that that become part of the process. We also included recommendations for graduate assistant salaries. Many faculty feel that it is difficult to recruit good graduate assistants, because their salaries are not in line with our peer institutions. That affects both research and teaching.

We included recommendations about the student experience in terms of furniture, classrooms, equipment and technology. We need to pay attention to those things. Last year, we stated that we also needed to pay attention to our transfer students. YearOne is doing that, so we recommended to just continue doing that. Since we are already doing something to assist the library, which has been very encouraging, we just stated that we should continue those efforts. The operating budget recommendations are the same except that people are talking more about technology issues in many colleges and research funds that are either not available or are uncertain. They want to know more about what is

available and also about travel funds.

Another issue in the report is enhancing the safety and security of the campus. One issue that arose is that people don't know what they should do in case of an emergency. If there are any policies or procedures that have been discussed at a higher level in the university, we would like to have some kind of training or communication about that. For example, do we lock the doors in the classrooms or do we leave them unlocked if there is an emergency? Do we leave the building immediately or do we remain in the classroom?

President Bowman: There isn't a single response, because each situation is different. We plan to roll out an information campaign about the emergency text messaging system. We have struggled with 'do you lock the doors? Do you leave the building?' It just depends on the situation.

Senator Fazel: So maybe something to that effect, that we will let you know in terms of what to do, could be communicated. I usually tell my students to turn off their cell phones, but we don't want to tell them that if that is how they are going to be notified of an emergency. We just don't know the proper protocol for emergencies.

President Bowman: I am never going to be able to answer that because it just depends on the situation.

Senator Fazel: Maybe having a conversation about it would be adequate, such as 'We don't know.' 'You should answer the telephones that are in each classroom.' Moving on to item number six, we are keeping distance education and winter and summer courses on the list because we are going through the process of doing some of these things. Then we have recommendations about improving our facilities, but our understanding is that that doesn't really belong here. If we want to put our money towards that, then nothing else can be addressed.

President Bowman: We are actually spending some of our income fund on deferred maintenance because the problems have just gotten so big.

Senator Fazel: So we just placed that recommendation at the bottom of the list to indicate that it is important, but we know that it does not necessarily belong on this list.

Senator Kalter: I have two minor recommendations for revisions to the report. In paragraph two, I thought that we should maybe insert "continue to review the salaries of other employees" rather than just "to review...", since I know that Deb Smitley is already doing that. Then in number three in the second to last line, I read that and I thought that you were going to say something about the State of Illinois. So I thought that the last "state" should be replaced with "condition" since I think that you meant "state" as in "condition" rather than state as in the State of Illinois. Also, was there anything remarkable about the responses from administrators to the previous year's report? What was the response?

Senator Fazel: They told us about the things that we had recommended that are already happening in their areas, so that is why we said "continue to" in many places.

Senator Kalter: So most of the responses were 'here's what we are doing'?

Senator Fazel: That is correct.

Senator Lonbom: After this document is addressed by the Senate, will it be on the Senate website?

Ms. James: Yes.

Senator Fazel: It will go to the President and also to the Vice Presidents. If they do anything according to our recommendations, then we will receive that information in the reports from them next year.

Senator Lonbom: I was just wondering about keeping colleges informed. I really like the idea of having the report somewhere that people can access it.

The priorities report will come before the Senate as an Information Item on April 8, 2009.

03.26.09.02 From Joe Solberg/Rules Committee: Library Committee Bylaws-Revised, Draft 2 – Proposed Blue Book Revision (Action Item on 4/8/09 Senate Agenda)

Senator Holland: In draft two of the Library Committee Bylaws, item number three has been revised to read, “To advocate for the resources, facilities, and personnel that maintain and strengthen Milner Library's role as one of the finest libraries in the region.”

The bylaws will come before the Senate as an Action Item on April 8, 2009.

Proposed Agenda for Academic Senate for April 8, 2009:

**Academic Senate Meeting Agenda
Wednesday, April 8, 2009
7:00 P.M.
OLD MAIN ROOM, BONE STUDENT CENTER**

Call to Order

Roll Call

Approval of Minutes of March 25, 2009

YearOne Committee Presentation (Danielle Lindsey and Danielle Miller-Schuster, YearOne Committee Co-Directors)

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:

04.03.09.01 ~~03.05.09.02~~ Athletic Council Bylaws-Revised-Draft 3 4 – Proposed Blue Book Revision (Rules Committee)

03.26.09.02 Library Committee Bylaws-Revised-Draft 2 – Proposed Blue Book Revision (Rules Committee)

Information Item:

03.26.09.01 2009-10 Institutional Goals and Priorities Report (Planning and Finance Committee)

Communications

Adjournment

Ms. James: We have an e-mail from Joe Solberg, Chair of the Rules Committee, about the change in title of the Athletic Council to the Athletics Council.

Senator Holland: Joe says if that change needs to be made, he can get a revised copy to the Senate Office rather quickly. Do we want to make that change?

Senator Stewart: To make it grammatically accurate, it should be changed to "Athletics".

Senator Lonbom: Dean McGuire expressed a bit of concern about whether this would affect anything else that the current Athletic Council does in terms of changing promotional material, etc. Joe contacted Jeri Beggs, chair of the council, and she did not seem to be concerned about it one way or the other. The Rules Committee did not come to any conclusion.

Senator Holland: I am somewhat neutral. If it is not a big deal to make the necessary changes, it would be preferable to have things grammatically correct on the university websites. If it is something where we are going to have change printed literature, I don't suggest changing that.

Senator Stewart: I think it could be grandfathered in.

A draft of the bylaws in which the name of the Athletic Council is revised to the Athletics Council will be presented to the Senate as an Action Item on April 8, 2009.

Motion XXXX-: By Senator Mason, seconded by Senator Kalter, to approve the Academic Senate Agenda for April 8, 2009. The agenda was unanimously approved.

Discussion:

Presidential Commentary Report

Senator Holland asked if the Presidential Commentary Report had been sent to the Board of Trustees. The report was forwarded by Ms. James to the Board immediately following the Executive Committee's review of the report on March 16, 2009.

Adjournment