

Academic Senate Executive Committee Minutes
Monday, August 17, 2009, 4:00 P.M.
(Approved)

Call to Order

The Executive Committee meeting was called to order at 4:00 p.m.

Approval of Executive Committee Minutes of April 27, 2009

Motion XXXXI-1: By Senator Fazel, seconded by Senator Stewart, to approve the Executive Committee Minutes of April 27, 2009. With a few minor revisions, the minutes were unanimously approved.

Follow-Up Required

06.30.09.02 From Cynthia James/Academic Senate Office: Deletion/Reinsertion of Language for AFEGC Policy Online and in the Blue Book (Dist. Rules Committee)

Senator Holland: We eliminated NTTs from the AFEGC process thinking that all NTTs would be covered by the union procedures, but there are non-union NTTs so we probably need to place that language back into the policy. This item will be referred to the Senate Rules Committee.

07.13.09.01 From Dianne Ashby, Interim VP Finance and Planning: Follow Up Re: Memo to Steve Bragg regarding updating HR Personnel Recruitment Manual (Dist. Faculty Affairs Committee)

Senator Holland: We have a follow up from Dianne Ashby, our interim VP for Finance and Planning, with a recommendation about revising the HR Personnel Recruitment Manual because of discrepancies between it and the ASPT Manual. It was discovered that the HR Manual had not been updated since 1988. Dianne responded that perhaps we should wait until our new VP for Finance and Planning and also our new Director of Human Resources are here. We will follow that up.

11.13.08.02 Anne Newman, Community Rights and Responsibilities: Student Code of Conduct (Previously distributed to Executive Committee on 11/19/08 for discussion on 12/1/08)

Senator Holland: The Student Code of Conduct also needs to be followed up. We almost got through this document last year. Since I just got the revised edition, I am just wanting to make sure that all of the things that the subcommittee agreed on are in there.

Ms. James: This copy is the same version that was distributed to the Executive Committee in the Spring 2009 semester.

Senator Kalter: I don't recall everything that we talked about concerning revising the document. Maybe we can talk about it in two weeks.

Senator Holland: Yes, and once the Executive Committee is fine with it, we can bring it to the Senate.

President Bowman: At some point, General Counsel should take a look at this.

Senator Holland: General Counsel has already looked at this.

Senator Spialek: SGA and SCERB have both approved it.

Senator Holland: There are one or two minor changes that the faculty (faculty members of the subcommittee) wanted to make to the document.

Distributed Communications:

05.08.09.01 From Hidenori Miyakawa, Student: Cost of Textbooks Concerns (Dist. Academic Affairs Committee)

Senator Holland: The next one about textbooks is from Hidenori Miyakawa.

Ms. James: I placed it in your packets because it will go to Academic Affairs, which is looking at the rising costs of textbooks.

Senator Stewart: We met with representatives from the bookstores and talked about improving communication by placing orders early and making sure that the books ordered are actually used.

Ms. James: Was there any discussion about lowering the prices?

Senator Stewart: No, that was not discussed.

President Bowman: Some of this may be changed by federal law by unbundling.

05.08.09.02 From Sally Parry/Council on General Education: Syllabus Recommendations (Dist. Academic Affairs Committee)

Senator Holland: The next item is from Sally Parry who is heading up the Council on General Education. They did an inventory to find out how many of our syllabi actually acknowledge that they are actually General Education classes, as well as to try to put into perspective why it is a Gen Ed class and what students are to get out of it. Only 21 out of 110 actually acknowledge that they were Gen Ed. So it is coming as a recommendation that it be listed in the syllabus that 'this is a Gen Ed class and these are the objectives'.

Senator Kalter: I don't see any problem with it going to the Academic Affairs Committee, but I think that CGE should inform the faculty and the chairs. I put it in my syllabi, but if it is not in a syllabus, that does not mean that faculty are not announcing it to the class.

05.08.09.03 From College of Business: Revised Bylaws (Dist. Rules Committee)

Senator Holland: The next document is going to the Rules Committee. It is the College of Business Bylaws-Revised. As I recall, Farzaneh, you had some concerns about this.

Senator Fazel: Yes, because the College of Business' governance structure is different from all other colleges. Instead of the College Council, we have college coordinating teams. The issue is that the college coordinating team is not really representative or inclusive. There are only four faculty members on that team. There are no students or staff on the team. Those faculty members are elected to the four other teams that we have at the college level and when they are elected as the chair of those other teams, they automatically become members of the coordinating team. Our college coordinating team is supposed to be our college council, but it is not really representative of the college. We don't have a specific number of staff or AP or students on any of our teams. Sometimes we have had students and AP and sometimes we have not. I see that as a major concern in terms of shared governance. I don't know how we address that, whether we send it to Rules or discuss it when it comes to the floor of the Senate.

Senator Holland: Who actually revised the bylaws?

Senator Fazel: I have an idea, but I am not sure. We had a committee and I actually contacted them and submitted in writing these issues and concerns. The two members that were there were very receptive to the fact that we need to have more people involved. We don't even necessarily have departmental representation on the coordinating team. In the past, one of the members of the team was to be elected as chair, but the idea was that if you are chairing one major team, this would be too much. So the dean became the chair of the coordinating team and, for over the last eight or nine years, the dean has been the chair of the coordinating team. If this were shared governance, you would think that it would be faculty just working with the dean rather than the dean chairing the team. I met with that group and, as I said, only two of them were there. They were very receptive and one of the recommendations was that we would have a faculty chair that worked closely with the dean. That is included in the revisions, but the rest of it is not. I asked them about it and they said that the chair of the bylaws committee got sick and they really did not do much about it. It was at the end of the semester and the dean wanted to finish this up before his term was over.

Ms. James: Did the college vote on the bylaws?

Senator Fazel: Yes, we voted on them because it was said if we don't vote on it, the new dean that comes in will be the chair of the coordinating team and at least it says in the revised bylaws that a faculty member will be the chair. The idea was to finish it up, send it through to the Senate and bring it up again in the fall.

Ms. James: If you wanted a definite change, couldn't you write a proposal yourself for the Rules Committee to look at?

Senator Fazel: We have this committee that said that they were going to look into this, so if you have any questions, it should go to that committee.

Ms. James: Can't you write a proposal to Rules?

Senator Fazel: I think it should go to the college first. I didn't know how to go about this.

Ms. James: I am sure that the Rules Committee would be working closely with the college.

President Bowman: Did the entire college vote on this or was it just approved by a smaller group?

Senator Fazel: The entire college voted on it, but it was not unanimous.

Senator Holland: Probably what we should do is send it to the Rules Committee. You can certainly send any number of questions to them. Rules would be happy to work with the college to find out if they really want it to be this way.

06.01.09.01 *From Barb Todd, Executive Director of Internal Campaigns: Philanthropy Day Celebration (Senate Communication on 8/26/09)*

Senator Holland: We next have a Senate Communication for the next Senate meeting from Barb Todd. They are looking for nominations for faculty, staff and retiree philanthropist of the year and philanthropist departments of the year.

Senator Wedwick: Has the deadline for submission been extended?

Senator Holland: I just saw that. It came in on June 1st. The reception is on November 12, so I would imagine that there is still time. I will check with Barb to find out if the deadline has been extended.

06.30.09.01 *From Sheri Everts, Provost: Reappointment of COE Dean as Chairperson of CTE (2-year term; Faculty Caucus Agenda of 8/26/09)*

Provost Everts: It seemed a perfectly logical choice to reappoint Deborah Curtis as the Chair of the Council for Teacher Education. She has agreed to serve in that capacity.

Ms. James: Are we going to get the faculty appointments for the vacancies on CTE soon? Usually, when the chair is confirmed, those are confirmed by the Faculty Caucus.

Provost Everts: Yes, you will.

07.01.09.01 *From Jan Carlton/COE: College of Education Bylaws-Revised (Dist. Rules Committee)*

Senator Holland: Next we have the bylaws for the College of Education. There are some modifications and those will be going to the Rules Committee. Linda, did you have anything to add.

Senator Wedwick: No, this was all news to me when I opened my packet. I don't know if we voted on it.

Senator Holland: I would imagine that it came from the college council.

08.03.09.01 *From Jonathan Rosenthal: Baccalaureate Degree Document-Revised (Revisions incorporated that were previously approved by the Academic Senate; Advisory Item 8/26/09)*

Senator Holland: We have the Baccalaureate Degree Document-Revised from Jon Rosenthal.

Ms. James: These are changes that the Senate has already approved so I thought that we would add this to the agenda as an Advisory Item.

Senator Holland: Yes, that would be correct since we have approved them.

08.13.09.01 *From Provost Sheri Everts: University Professor Guidelines Proposal (Dist. Faculty Affairs Committee)*

Senator Holland: We also have the University Professor Guidelines proposal. This is similar to the Distinguished Professor.

Provost Everts: This is an additional opportunity to recognize excellence.

Ms. James: What is the difference between the University Professor and the Distinguished Professor?

President Bowman: We could immediately upon hire bestow the honor of University Professor, unlike the Distinguished Professor wherein the faculty member would have had to have been here for a certain number of years.

Senator Holland: That will go to the Faculty Affairs Committee.

From the Academic Senate Office: Internal Committees Tasks Pending

NOTE: The Executive Committee has the discretion to remove a pending charge from an Internal Committee. The Executive Committee, itself, may decide to take on that charge.

Senator Holland: We also have a list of all of the pending issues for all of the various Internal Committees. Are there things that people want to add to them or take off?

Ms. James: The Faculty Affairs Committee has an item that has been on this list since 2002, the faculty recruitment and retention charge. According to Paul Borg's memo in the spring, they really did not know where to go with that.

Senator Holland: They did a fairly involved survey.

Senator Fazel: It was a very lengthy survey. It came to the Senate. People made suggestions and recommendations. It went back to the committee but the chair did not want to deal with it anymore, at least the year that I was on that committee.

Senator Holland: My guess would be that at this point, they would probably have to redo the survey because if it was in 2002, it is pretty much irrelevant because we are in considerably different times. If we want, we can vote to remove that or we can ask them to do it again.

Senator Kalter: We had a conversation about this on Exec sometime in the spring and I thought that we wanted them to redo that. We could check the minutes online.

Senator Holland: We could basically remove those items and charge them to look at it anew.

Ms. James: What would be the difference between removing it and asking them to look at it again?

Senator Holland: There are a lot of things that have been endorsed or not endorsed.

Ms. James: I think that the item from 2002 is just a one-line memo asking them to look at recruitment and retention.

Senator Holland: I guess there wouldn't be a whole lot of difference in taking those things off. They would probably want the original survey and report.

Senator Kalter: There is an item concerning the faculty ombudsman. We may be losing our college faculty ombudsperson.

Senator Holland: Sabine is going to be doing it through this year. Ira is leaving so one of the things that we need to figure out is who the official university ombudsperson is. In the original document, we just said, 'this is a good idea. Let's have one.' Ira volunteered and part of the proposal was that Ira was it. Since we are having a new person come in to take that position (Director of Human Resources), they won't know the ins and outs of ISU. So the Human Resources Director is probably not the optimal person to do that.

Senator Kalter: While I think Ira did a good job, in several cases that I know of there was a conflict of interest, at least with having only one ombudsman. Some of the issues that arise are HR issues and the chair may already be working with Human Resources. If that were to happen, that person would have no where to turn if there were no college ombudsperson. There is a built in conflict of interest for some issues.

Senator Holland: There needs to be more than one, whether faculty or university. Ira stepped in because he seemed kind of a natural at it. It is hard to identify ombudspersons. It is a lot to ask of a faculty member, especially without some form of compensation.

Provost Everts: At my former institution, the expectation was that there would some association with assigned time. It can be time consuming and, as someone mentioned, it also has to be a special kind of person.

Senator Holland: Part of the recommendation, though when I looked at it, it was not written in, was that there also be a faculty ombudsperson from each college.

President Bowman: My recommendation is that we bring a couple of names to this group for discussion and then approach the people to find out if they would be interested in doing that.

Senator Holland: Can we offer them something?

Provost Everts: That would certainly be something that I would be willing to consider. It would generally involve a conversation with the chair or the dean about release time.

Senator Fazel: Are we talking about just having one or two people do it?

Senator Holland: Ideally, it would be someone from each college, although in some ways it might be more beneficial to have someone outside of your college. Before we had the ombudsperson, the Chair of the Academic Freedom, Ethics and Grievance Committee sort of behaved in that capacity, but it would be nice to have someone outside of AFEGC.

Proposed Agenda for Academic Senate on August 26, 2009:

Academic Senate Dinner with the President

Date: Wednesday, August 26, 2009

Time: 5:00 P.M.

Location:

University Residence

1000 Gregory Street

Normal, IL

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**Academic Senate Meeting Agenda**  
**Date: Wednesday, August 26, 2009**  
**Time: 7:00 P.M.**  
**Location: Old Main Room, Bone Student Center**

**NOTE: Internal Committees should meet briefly prior to the Senate meeting to elect officers.**

*Call to Order*

*Roll Call*

*Approval of Minutes of May 6, 2009*

*Presentation: Academic Advisors Advisory Committee (Mark Vegter, Committee Chair)*

*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 Dianne Ashby*

*Committee Reports: Reporting of Election of Internal Committee Officers*

*Academic Affairs Committee*

*Administrative Affairs and Budget Committee*

*Faculty Affairs Committee*

*Planning and Finance Committee*

*Rules Committee*

*Advisory Item:*

*.03.09.01 From Jonathan Rosenthal: Baccalaureate Degree Document-Revised (Revisions incorporated are those that were previously approved by the Academic Senate)*

*Communications*

*Adjournment*

**Motion XXXXI-2:** By Senator Stewart, seconded by Senator Fazel, to approve the Academic Senate Agenda of August 26, 2009. The philanthropy award will be added as a Senate Communication if the date for submission is extended. With that revision, the agenda was unanimously approved.

*Adjournment*