

Faculty Senate Meeting
May 15, 2014
1:00-3:00 PM
D 1496

Minutes

Senators in Attendance:

X	K. Boland-Prom (CHHS)		O. Ijose (CBPA)		V. Person (COE)
X	Y. Brown (CAS)*	X	R. James (CHHS)	X	X. She (COE)
X	J. Cook (COE)	X	S. Ji (CBPA)*		A. Tamulis (CAS)*
X	D. Cortese (CAS)*	X	E. Johnson (CAS)		C. Tymkow (AL/CHHS)
	E. Essex (CHHS)	X	M. Kasik (COE)*	X	S. Wadhwa (CHHS)
X	S. Gandy (AL/COE)		C. Luo (CBPA)	X	R. Washington (CHHS)*
X	L. Geller (UL)*	X	E. Mengova (CBPA)	X	B. Wilson (CAS)
	D. Golland (CAS)	X	R. Muhammad (AL/CAS)*	X	B. Winicki (COE)*
X	D. Hechenberger (AL/COE)*		B. Parin (AL/CAS)*		

* = Faculty Senate Executive Committee

Guests: D. Bordelon, A. Latham, R. Hill, K. Morris, W. Henne, D. Rhea, A. Jackson (student)

Note: The start of the meeting was delayed by an emergency evacuation of the building.

1. Call to order, with quorum, at 1:17 p.m. by Faculty Senate President Muhammad

Agenda: Faculty Senate President requested additions to the agenda. Senator Ji asked that suggestions for the Board of Trustees be included. Senate Vice President Cortese requested a discussion of the Calendar Task Force be added. Hechenberger made the motion to accept the amended agendas; Kasik seconded. The amended agenda was approved by unanimous voice vote.

Tenure: Faculty Senate President Muhammad read a list of faculty members awarded tenure; all present voiced their congratulations. She then, on behalf of Karen Caesar-Smith, Director of Special Events, reminded faculty members to attend the commencement ceremonies, which will be held on Saturday, May 17.

2. *Assignment/Grading Issues:* Addison Jackson, Student Senate Vice-President, presented information about the Student Senate's concerns regarding required group projects. Faculty Senate President Muhammad introduced Mr. Jackson and reminded everyone that specific grading cases must follow the procedures in Policy 5 Grievance.

Mr. Jackson stated that problems are created by the fact that not all students contribute equally to group projects. This is often due to some students' lack of writing skill, and the Writing Center is not able to help with the content of written assignments. Consequently, some more capable students often must redo other students' parts of group projects. This causes enormous stress for those more capable students. There was a brief, general discussion of group projects, and the central issues of writing skill and assignment of grades for these projects. Faculty Senate Vice President Cortese suggested that the Student Senate create a task force with faculty representation. Dr. Morris suggested that the Student Senate encourage more capable students apply for Writing Fellows to help faculty support other students' within classes. Mr. Jackson thanked the Faculty Senate for these suggestions.

3. *Administration Reports:*

Provost Bordelon and Associate Provost Latham:

Provost Bordelon began her report by noting that the draft *Vision 2020* document is still up on the GSU portal; she encouraged faculty to provide feedback. One change that has been made already is to separate the areas of enrollment management and student success.

Regarding the *Open Access Task Force*, Provost Bordelon provided a draft of the GSU recommendation and plan for implementation, which must be completed by January 2015 and sent to the state legislature. She noted that there will be open forums in September and October. Walter Henne, a faculty member of the Task Force, noted that the draft document is based on what has been adopted by the University of California system and Harvard. He stated that it is very faculty-centered policy. Dr. Henne requested that any questions about the draft or the Task Force in general be sent to him.

Regarding *freshmen admissions*, Provost Bordelon reported that, as of Monday, there had been 281 admissions and 121 deposits received. 91 of the admissions were direct admits,

116 require Early Start in both English and math, 60 require Early Start in Math only, and 14 require Early Start in English only. Regarding *student housing*, Provost Bordelon reported that there have been 94 applications. Four are Dual Degree Program students, 59 are freshmen, 9 are graduate students, and 22 are transfer students. Thus far, there are no international students who have applied for student housing.

UPI Negotiations: Associate Provost Latham reported that there had been a meeting on Monday, and that the negotiations are close to completion.

Early Start Program:

CAS Dean R. Hill provided information about the Early Start Program for freshmen. He stated that the summer program will start on August 11 and include 9 days of instruction and a commencement on the 10th and final day. Enrichment activities are included in addition to instruction in math and/or English. In math, there will be instruction in algebra and basic statistics, which are typically problematic for students. The ALEX placement software will be used to monitor students' progress during and after the Early Start Program. In English, the focus will be on the writing process, with writing about writing and writing about thinking activities. Dean Hill emphasized that, even for students required to take the Early Start Program, only those who the admissions committee believes will be successful have been admitted. During the first semester, Early Start Program students will take a one credit "Mastering the University" course and will have tutoring in math and/or English once per week on Fridays.

A general discussion of the Early Start Program followed. Regarding the age of incoming freshmen, Provost Bordelon stated that the majority are of traditional age, some are in their early twenties, and there are some returning military. Some senators expressed concerns regarding monitoring of students' progress, advising, and provisions for those who are not successful in cohort courses. Dean Hill stated that there are backup plans for offering the courses a second time in the spring, which will allow students to catch up with the cohort the following fall. Provost Bordelon stated that there will be 180 assigned to a single advisor in a centralized advising office, but there will be interaction with the advisors in the programs. Dean Hill noted that each section of the cohort also has a peer mentor.

(Administration left the meeting at 2:10 p.m.)

4. *General Education Task Force, Year-End Report:* Ann Vendrely, chair of the Task Force, was unable to attend. Dr. David Rhea, a member of the Task Force, provided the year-end report to the Faculty Senate (see attached). The report included a list of the

General Education Task Force's activities: development of the Freshmen Seminar; policy revisions; open houses for prospective students. Dr. Rhea stated that the Task Force believes it has fulfilled the charge given to it by the Faculty Senate. He proposed a new group be formed to oversee the next phase; the year end report includes a proposal for an Undergraduate Council. Faculty Senate Vice President Cortese made the motion to acknowledge receiving the report of the General Education Task Force and to hold a special meeting of the Faculty Senate to discuss it. Kasik seconded the motion. The motion was approved by unanimous voice vote. Faculty Senate Vice President Cortese stated that the day and time of the special meeting will be announced; it will be before faculty members are off-contract. Faculty Senate President Muhammad commended the General Education Task Force for its work.

5. *Review/Approval of March and April 2014 Senate Minutes:* Senator Hechenberger offered an edit for the March minutes. Kasik made the motion to approve both March and April minutes, with Hechenberger's edit; Cortese seconded. The motion was approved by unanimous voice vote.

6. *Faculty Reports:*

IBHE Faculty Advisory Committee: Cortese provided a written report (see attached). Issues being discussed include: The Common Core State Standards; alternative teacher licensing proposal; development of criteria for degrees being offered by religious institutions without IBHE approval. Cortese noted that IBHE-FAC will meet in May and June.

University Curriculum Committee: Chair Parin was not able to attend the Senate meeting. UCC met on Monday (May 12) for a full day; it will not meet again until August.

Academic Program Review Committee: Chair Sinclair was not able to attend the Senate meeting, but Senator Gandy reported that all cyclical reports were finished. Faculty Senate President Muhammad noted that two programs were flagged for low enrollment. Senator Gandy stated that the annual reviews had not been done because APRC is waiting for information from IBHE. (Profiles of Academic Majors has been provided by IR, however.)

Graduate Studies Council: Senator Wadhwa reported that feedback on draft the capstone guidelines document had been analyzed, and a final draft has been sent to the Provost for distribution in the fall. She also noted that the Graduate Studies Council wants emphasize the importance of the Open Access Task Force.

Educational Policy Committee: Chair Tamulis was not able to attend the Senate meeting. Senator Johnson presented three policies recently approved by EPC: Revised Policy 48 Writing across the Curriculum, revised Policy 51 University General Education

Requirements, and a new policy on Junior Seminar and Undergraduate Capstone Courses.

- *Policy 48 Writing across the Curriculum*: Dr. Morris read the currently posted policy. Discussion included the need to review the course syllabi for courses currently designated as writing intensive. Faculty Senate Vice President Cortese noted that the department/division curriculum committees should be responsible for this, not UCC. The provision for exemptions and the need for a list of criteria for reviewing syllabi also were discussed. Finally, the senators agreed that there be a process for keeping and updating a list of courses designated as writing intensive. Cortese made the motion to approve the revised policy; Kasik seconded. The revised Policy 48 was approved by unanimous voice vote.
- *Policy 51 University General Education Requirements*: Senator Johnson described the proposed revision: Section I is a list of the General Education Student Learning Outcomes, as approved by the Faculty Senate last year. Section II contains requirements pertaining to all undergraduate degree-seeking students. Section III contains requirements for students admitted as freshmen, and Section IV contains requirements for transfer students, including those who have obtained an associate's degree from a community college. Finally, Section V contains requirements for those pursuing a second GSU bachelor's degree. Kasik made the motion to approve the revised policy; Hechenberger seconded. The revised Policy 51 was approved by unanimous voice vote.
- *New Policy on Junior Seminar and Undergraduate Capstone Requirements*: Senator Johnson stated that the rationale for the policy is contained in the first section; next, there is a section on Junior Seminar courses, and finally a section on Undergraduate Capstone courses. The latter two sections each contain a purpose statement and a list of criteria. During a brief discussion, it was noted that course currently designated as capstones must be reviewed for numbering of courses and writing intensive designation as required by this new policy. Kasik made the motion to approve the policy; Hechenberger seconded. The new policy was approved by unanimous voice vote.

Extension of meeting: At 2:58 p.m., Senator Hechenberger made the motion to extend the meeting by 15 minutes; Winicki seconded. The motion was approved by unanimous voice vote.

Bargaining Unit: Faculty Senate President Muhammad reported the negotiations are very close to finished, according to UPI Chapter President Ruiz. Senator Wilson noted that the faculty's show of support at the Board of Trustees' meeting was impressive to trustees.

Executive Committee:

- Faculty Senate President Muhammad read a list of *retiring faculty members*.
- *By-laws amendments*: Faculty Senate Vice President Cortese read three proposed changes in the Faculty Senate Bylaws (see attached). He noted that these changes

clarify the wording regarding election procedures. Cortese made the motion to accept these changes; Kasik seconded. The changes in the Bylaws were approved by unanimous voice vote.

- *Confirmation of Nominations for AY 14-15*: Faculty Senate Secretary Winicki read the names of new Senate and committee members from the updated roster (see attached); she announced the winners of the contested Senate seats for CHHS and CBPA (Falconnier for CHHS; Ermasova for CBPA). Cortese made the motion to confirm the new Senate and committee members; Boland-Prom seconded. The new members were confirmed by unanimous voice vote.
- *Budget and Planning Committee Volunteers*: Faculty Senate Vice President Cortese stated that the Budget and Planning Committee described in the Bylaws either needs to be eliminated or revised. Currently, there is no active committee. Cortese stated that he needs at least two other people to work on this with him. Currently, Senators Washington and Ji are designated as Faculty Senate representatives to PBAC, but they do not constitute the standing committee, as described in the Bylaws.
- *Calendar Task Force*: Faculty Senate Vice President stated that he and Senator Tamulis are serving on a task force to develop a calendar/schedule proposal to the counter the administration's plan. He noted that Friday classes and/or meetings are very difficult; instead, MW and TTh courses should be the norm. Cortese asked for volunteers to serve on the Task Force.

7. *Announcements*:

Senators Kasik and Gandy were thanked for their service to Senate and its committees.

There will be a guest lecture by author Scott Turow on Friday May 16, at 3:00 p.m, in Sherman Hall.

PBAC Budget Hearings will be held on May 21-22.

Adjournment: 3:23 p.m.

Next Meetings: August 7 (Faculty Senate Executive Committee), August 21 (Full Senate meeting)

Respectfully submitted,

Barbara Winicki
Faculty Senate Secretary

Attached:

- IBHE-FAC Report (Cortese)
- Board of Trustees Budget and Finance Report (Ji)
- Motions for Revision of Faculty Senate Bylaws (Cortese)
- Updated Roster of Faculty Senate and Committees (Winicki)

IBHE FACULTY ADVISORY COUNCIL REPORT TO THE FACULTY

ILLINOIS BOARD OF HIGHER EDUCATION

APRIL 1 2014 MEETING

<http://www.ibhe-fac.org/>

This meeting was a shared meeting between the IBHE FAC and the IBHE Board. The primary focus of the meeting was to decide which topics the FAC would bring up to the Board during lunch prior to the IBHE Board Meeting. No caucus meetings were held.

Meeting began at 9:14am with an announcement from the IBHE FAC Vice President Marie Donovan that she will soon distribute the report from the March 20th meeting regarding student debt; the major impact is to graduate students as they have no borrowing limit.

Dan Cullen from IBHE discussed the implications of the rollout of the Common Core Standards (PARCC), which will soon be renamed the new Illinois Learning Standards. The test will measure if students are progressing towards college and career readiness. PARCC is being field-tested and will be administered in Spring 2015 in grades 3 to 11. There are two parts to the exam: performance based assessment (taking place in March and April) and another that is machine scored (end of the academic year). Math and English language arts are the areas tested. As many of our entering future students show up with their PARCC scores, we'll have more information so that we can consider its role in student placement policy. A discussion with FAC members ensued where questions were asked about the timeline or affects on other disciplines beyond English and Math. In summary, IBHE expressed the need to move forward and quickly assess the exams so that we can address major educational gaps.

The FAC discussed the revised proposal regarding the FAC position on alternative teacher licensing programs (attached to February 20th Meeting Report). The moratorium piece has been stripped out of the newest iteration. The revised proposal asks the IBHE to work to craft legislation for evaluation of such programs. This was moved, seconded, and approved.

The FAC discussed consequences for education majors who don't pass the licensing exam, as well as the timing of the exams. It was noted that alternate licensing program graduates also have to pass the edTPA exam. The FAC voted to put a proposal on the May meeting which would call on the IBHE and ISBE to delay the edTPA implementation for two years.

FAC and James Applegate, the Director of IBHE, met after lunch to discuss how the FAC could further help IBHE. FAC requested we get the IBHE liaison who, earlier this year, was pulled away from our meetings from the previous director due to workload issues. FAC asked to work with IBHE to develop a more proactive approach to dealing with legislators and bills that impact higher education. IBHE considered the idea to develop talking points for FAC so that we could distribute to our faculty.

Respectively submitted,

Daniel K. Cortese, Ph.D.
IBHE – FAC Representative
Faculty Senate Vice President

To: Faculty Senate
From: Susan Ji, Faculty Senate Representative to the Board of Trustees' Budget and Finance Committee
Re: Board of Trustees' Budget and Finance Committee Meeting on May 9, 2014
Date: May 12, 2014

Board of Trustees' Budget and Finance Committee met at 11:20 am on Friday, May 9, 2014. Below is a summary of the meeting.

Information Items

1. Report on purchases \$50,000-\$99,999, November 16, 2013-January 25, 2014: No items to report.
2. Operating budget vs. actual expenses, as of April 30, 2014: With the total remaining the same, there are some changes in fund allocation.
3. Annual report on general banking services, bond trustee, and investment of excess cash.
4. ACS lab and library construction contract update: after the Board approved the contract in February, 2014, construction bid was issued publicly. The lowest and most responsive bidders meeting all requirements are recommended.

Action Items

5. Minutes approved for the meeting on February 28, 2014.
6. The Board approved awarding a contract for television services for student housing to Campus TeleVideo, Inc. of Stamford, CT in an amount not to exceed \$405,715 for an initial 3-year period and 2 additional 3-year renewals.
7. The Board approved awarding a contract and purchase order to Juvenile Protection Association of Chicago, IL and Healthy Families Chicago of Chicago, IL in an aggregate amount not to exceed \$335,000.
8. The Board approved the amendment of the existing contract with *Chapman Cutler LLC* for legal services to reflect the 2-year renewal provision, for a contract term of July 1, 2014 to June 30, 2016, with no increase in the contract's value.
9. The Board approved a 1-year extension of the existing consulting and training contract with Ellucian, Inc. of Fairfax, Virginia, with no increase in the contract's value.
10. The Board approved the FY15 preliminary operating budget as the basis for operating the University through October 31, 2014.

Motions to Amend Bylaws

MOTION 1: AMEND BYLAWS TO CLARIFY CONFLICTING VERBIAGE REGARDING ELECTION PROCEDURES.

Rationale: Correct verbiage disagreement in Bylaws where election procedures are specified in Bylaws but point to Standing Rules for procedures.

CURRENT

Article 3, Section 4B.

Procedures. Nominations, balloting, election duration, voting procedures, results, handling ties, certification, and election disputes shall be codified in the Standing Rules, as specified in Article VIII of the Bylaws.

PROPOSED

Article 3, Section 4B.

Procedures. ~~Nominations~~ Any election procedure regarding nominations, balloting, election duration, voting procedures, results, handling ties, certification, and election disputes ~~that are not directly addressed in these bylaws~~ shall be codified in the Standing Rules, as specified in Article VIII of the Bylaws.

MOTION 2: AMEND BYLAWS ON PROCEDURE TO RESOLVE TIES

Rationale: Clarify how ties are handled to limit multiple run-off elections when faculty are off-contract.

CURRENT

Article 3, Section 4H.

Ties. The group counting the ballots shall resolve ties through a run-off election amongst the tied candidates, which shall be conducted in a timely manner.

PROPOSED

Article 3, Section ~~4H~~ 4I.

Ties. The ~~group~~ Officers counting the ballots ~~of the election~~ shall resolve ties through a run-off election amongst the tied candidates, which shall be conducted in a timely manner. ~~If the run-off election yields a tie, the vacancy will be resolved by a coin toss by the tied candidates.~~

Subsequently, Article 3, Section 4I: Certification shall be renumbered to 4J.

MOTION 3: AMEND BYLAWS TO CLARIFY CERTIFICATION

Rationale: Correct verbiage disagreement in Bylaws (Art. III, Sec.4 and Art. III, Sec 4I) where the former states elections are certified by the Faculty Senate upon report by the Senate President of the results.

CURRENT

Article 3, Section 4I.

Certification. The ballots shall be counted and certified by Officers of the Faculty Senate prior to the commencement of the subsequent term.

PROPOSED

Article 3, Section ~~4I~~ 4J.

Certification. The ballots shall be counted ~~and certified~~ by Officers ~~of the~~ and certified by the Faculty Senate prior to the commencement of the subsequent term.

**Governors State University
Faculty Senate and Committee Roster
Academic Year 2014-2015**

Approved by Faculty Senate May 15, 2014

Faculty Senate

AT LARGE

1. Beth Parin (2014-16)
2. Kerri Morris (2014-16)
3. Rashidah Muhammad (2013-15)
4. Dan Hechenberger (2013-15)
5. Catherine Tymkow (2013-15)

CHHS

1. Zo Ramamonjariavelo (2014-16)
2. Lydia Falconnier (2014-16)
3. Elizabeth Essex (2013-15)
4. Robin Washington (2013-15)
5. Serena Wadhwa (2013-15)

CBPA

1. Xinghua Gao (2014-16)
2. Natalia Ermasova (2014-16)
3. Susan Ji (2013-15)
4. Evelina Mengova (2013-15)

COE

1. (2014-16)
2. (2014-16)
3. Xiaobo She (2013-15)
4. Barbara Winicki (2013-15)
5. John Cook (2013-15)

CAS

1. Yvette Brown (2014-16)
2. Andrius Tamulis (2014-16)
3. Khalil Marrar (2014-16)
4. Elizabeth Johnson (2013-15)
5. Daniel Cortese (2013-15)
6. David Golland (2013-15)

U. Library

1. Linda Geller (2014-16)

Academic Program Review Committee (APRC)

1. Rob Sinclair	(2014-16)	CBPA (Chair, Spring 2014)
2. Christopher White	(2013-15)	CAS
3. Sandra Gandy	(2013-15)	CE
4. Joseph Day	(2014-16)	CHHS
5.	(2014-16)	UL
6. Cynthia Carr	(2013-15)	AT LARGE
7. Feng Tian	(2013-15)	AT LARGE
8.	(2014-16)	AT LARGE
9.	(2014-16)	AT LARGE

University Curriculum Committee (UCC)

1. Olumide Ijose	(2014-16)	CBPA	
2.	(2014-16)	CBPA	
3. Joong-Won Shin	(2013-15)	CAS	
4. David Golland	(2014-16)	CAS	
5. Glenna Howell	(2013-15)	CE	
6. John Cook	(2014-16)	CE	
7. Melanie Elexson	(2014-16)	CHHS	
8. Roberta O'Shea	(2014-16)	CHHS	
9.	(2013-15)	UL	
10. Beth Parin	(2013-15)	AT LARGE	(Chair, AY 2013-14)
11. Serena Wadhwa	(2014-16)	AT LARGE	

Educational Policies Committee (EPC)

1. Xinghua Gao	(2014-16)	CBPA	
2.	(2014-16)	CBPA	
3. Khalil Marrar	(2014-16)	CAS	
4. Kerri Morris	(2014-16)	CAS	
5. Barbara Winicki	(2013-15)	CE	
6. Larry Maucieri	(2014-16)	CE	
7. Elizabeth Essex	(2013-15)	CHHS	
8. Darrin Aase	(2014-16)	CHHS	
9. Joshua Sopiartz	(2013-15)	UL	
10. Andrius Tamulis	(2013-15)	AT LARGE	(Chair, AY 2013-14)
11. Catherine Tymkow	(2014-16)	AT LARGE	

Faculty Contract (UPI) Committees (see UPI contract for descriptions)

University Personnel Committee (tenured Unit A faculty only)

On hold until contract negotiations are completed.

1. J. Simon	(2013-16)	CBPA
2. M. Bruce	(2012-15)	CBPA
3. R. Johnsen	(2013-16)	CAS
4.	(2014-17)	CAS
5. B. Winicki	(2012-15)	CE
6. E. J. Johnson	(2013-16)	CE
7.	(2014-17)	CHHS
8. K. Boland-Prom	(2013-16)	CHHS
9. P. Blobaum	(2013-16)	UL
10. E. Alozie	(2013-16)	AT LARGE
11.	(2014-17)	AT LARGE

Academic Program Elimination Review Committee

(Tenured Unit A faculty only)

1.	(2014-17)	CBPA
2. B. Wilson	(2013-16)	CAS
3. C. Dyson	(2014-17)	CE
4. R. James	(2013-16)	CHHS
5. M. Nguessan	(2014-17)	UL
6. C. Ferran	(2014-17)	AT LARGE
7. D. Chung	(2013-16)	AT LARGE

University Wide Committees

Policy Monitoring Committee (This is a Board of Trustees Bylaws committee; it meets to review violations of BOT policies.)

1.	(2013-15)	AT LARGE
2.	(2014-16)	AT LARGE
3.	(2013-15)	AT LARGE
4.	(2014-16)	AT LARGE

Institutional Review Board of Human Subjects Research

1. P. Guimond—CAS (Faculty Senate Appointment)
2. P. Mohanty - CBPA (Faculty Senate Appointment)
3. M. Kasik—COE (Faculty Senate Appointment)
4. Renee Theiss—CHHS (Faculty Senate Appointment)
5. P. Blobaum– UL/DLMD (Faculty Senate Appointment)
6. D. Schuit- CHHS (Provost Appointment) (co-chair)
7. S. Gaffney – CBPA (Provost Appointment)
8. C. Jacobson - CAS (Provost Appointment)
9. D. Rhea - CAS (Provost Appointment) (co-chair)
10. L. Richardson - Community (Provost Appointment)

COMMITTEE REPRESENTATIVES

ILLINOIS BOARD OF HIGHER EDUCATION (IBHE FAC)

1. D. Cortese (2013-17) Representative
2. L. Levinson (2013-17) Alternate

Faculty Representatives to the Board of Trustees committees: [opportunity to attend Board of Trustees committee meetings (usually quarterly on a Friday morning prior to a full board meeting) and receive committee packets and information]

ACADEMIC AFFAIRS COMMITTEE (BOT)

1. (2014-16)
2. Shaalein Lopez (2013-15)

FINANCE AND BUDGET COMMITTEE (BOT)

1. Yonghong Jia (2014-16)
2. Susan Ji (2013-15)

HUMAN RESOURCES (BOT)

1. Xinghua Gao (2014-16)
2. Vicki Person (2013-15)