

**Faculty Senate**  
**November 20, 2014**  
**1:00 to 3:00 p.m.**  
**D1496**

**Minutes**

**Senators in Attendance:**

X	Y. Brown (CAS)		D. Hechenberger (AL/COE)		V. Person (COE)
	D. Cortese (CAS)*	X	S. Ji (CBPA)	X	Z. Ramamonjarivelo (CHHS)
X	N. Ermasova (CBPA)*		E. Johnson (CAS)*		X. She (COE)
X	E. Essex (CHHS)	X	S. Lopez (COE)	X	A. Tamulis (CAS)*
X	L. Falconnier (CHHS)	X	K. Marrar (CAS)	X	C. Tymkow (AL/CHHS)
X	S. Gandy (COE)*	X	E. Mengova (CBPA)	X	S. Wadhwa (CHHS)
	X. Gao (CBPA)	X	K. Morris (AL/CAS)	X	R. Washington (CHHS)*
X	L. Geller (UL)*	X	R. Muhammad (AL/CAS)*	X	B. Winicki (COE)*
X	D. Golland (CAS)*		B. Parin (AL/CAS)*		

\* = Faculty Senate Executive Committee

**Guests:** D. Bordelon, A. Vendrely, P. Blobaum, L. Morrow Reuten

1. The Senate meeting was called to order, with quorum, at 1:05 p.m. by Faculty Senate President Muhammad. Faculty Senate President Muhammad requested additions to the agenda, and Senator Golland requested an addition to the announcements. The agenda, with this addition, was approved by unanimous voice vote.
2. Administrative Updates:

*Provost Bordelon* began her report by announcing that there is a new administrative assistant in the Provost's Office, Karen Pickett. Provost Bordelon also reminded the Senate of the Chicago Live! event in the Center for the Performing Arts this evening and of the holiday party to be held on December 5 in the Hall of Governors.

Provost Bordelon then reported on Fall 2015 freshmen applications. 219 applications have been received, and, of those 219, 109 are incomplete, 51 have been admitted (31 direct admit; others needing Smart Start); 21 of the 219 were denied admission. An early alert process for identifying first-year students who need extra support (“Save My Semester”) resulted in 105 students being identified by faculty members. All were invited to workshops on time management, etc.; 19 attended. Responses were positive. Provost Bordelon stated that she will send the executive summary of responses to the six-week survey sent to all undergraduates. A senator stated that faculty members had received inquiries about athletes’ progress from the athletics director just two weeks ago.

Provost Bordelon responded to inquiries regarding safety at Prairie Place, including reports of older students buying alcohol. She noted that policies are in place.

Provost Bordelon noted that the most recent draft of Vision 2020 is posted and comments are welcome. The Board of Trustees will vote on the final draft in February.

*Associate Provost Vendrely* reported that the College Personnel Committees and University Personnel Committee are working on portfolio reviews. She noted that this is the last year during which both old and new criteria will be used extensively. Associate Provost Vendrely announced that there are ongoing faculty searches in all colleges (CAS, 7; CBPA, 2; CHHS, 5; COE, 4; Library, 3). Provost Bordelon added a request that faculty members complete their Faculty Profiles. She will resend the template.

3. A question regarding *online SEIs* prompted an extended discussion. Faculty Senate President Muhammad stated that there are problems with posting dates; students may drop a class and still complete an online SEI. Provost Bordelon stated that Institutional Research Director Marco Krcatovich has requested permission to extend the posting of online SEIs to Dec. 11. Faculty Senate President Muhammad noted that the SEIs must be closed prior to the posting of grades. Senator and EPC Chair Tamulis reported that EPC has discussed the problem in the interpretation of the policy (Policy 39), and that the IR Director has perhaps taken too much authority in this matter. The policy states SEIs should not be administered during a class meeting during which a final exam is administered. There are no class sessions for online courses. Senator and EPC member Essex stated that the whole policy needs to be reviewed. The Senate agreed that the immediate action should be that SEIs should not be posted before the withdrawal deadline. Individual faculty members should be making timing decisions. Provost Bordelon stated that a task force for revision of SEIs is being developed, and two Faculty Senate representatives are needed. Tamulis made the motion that we request Provost Bordelon to ask Institutional Research to make SEIs available through December 7, which is the last day of classes this session. Marrar seconded. The motion was approved by unanimous voice vote.
4. Faculty Senate President Muhammad began the discussion of a Senate Resolution regarding *snow days* by stating that SEIs indicate that students blame faculty members for GSU closures due to snow. Provost Bordelon noted that the emergency message sent when a closure occurs will tell students to check Blackboard for directions/assignments

from instructors. She stated that a note on syllabi also would be appropriate. Regarding the proposed resolution, a senator stated that it is unclear what actions faculty members are to take. Discussion focused on faculty members being proactive and having plans in place; whether those include Blackboard or not should be up to the individual faculty member. Morris made the motion to request UCC develop a statement for syllabi; Golland seconded. There was discussion, and the vote was 4 yes and 8 no; the motion failed. Further discussion focused on a more generic resolution statement than that contained in the proposed resolution. Golland offered the following resolution: “Resolved that faculty members are expected to use their best professional discretion in handling cancellation of classes (e.g., for reasons of personal emergency or illness or inclement weather); in particular, use of technology is encouraged.” Falconnier seconded the motion. There were 15 yes votes, 1 no vote, and no abstentions; the motion for the resolution was approved.

5. Associate Provost Vendrely and Senator Morris reported on the *General Education Implementation Task Force*. They stated that, during its meeting last week, there had been a discussion of the structure for a more permanent committee. The discussion included developing a General Education Council and naming a General Education Director.

(Bordelon and Vendrely left the meeting at 2:25 p.m.)

6. Faculty Senate President Muhammad presented the motion to *change the Faculty Senate Bylaws* in order to eliminate redundancy with statements in the Faculty Senate Standing Rules. The wording of the motion is: “Amend bylaws to remove Article VII, Section 6, on Budget and Planning Committee from the Bylaws.” Golland made the motion to approve; Winicki seconded. The motion was approved by unanimous voice vote.
7. Faculty Senate President Muhammad asked Faculty Senate Secretary to announce new *volunteers for Standing Committees*. Senate Secretary Winicki stated that Joao Salm has volunteered to fill the At Large vacancy on APRC, and Jun Zhan has volunteered to replace Carlos Ferran as the CBPA representative on EPC. Golland made the motion to approve; Tamulis seconded. The motion was approved by unanimous voice vote. Faculty Senate Secretary stated that she will revise the roster and have it posted as soon as possible.
8. *October 2014 Faculty Senate Minutes*: Faculty Senate President Muhammad asked for approval of the minutes. Senators Gandy and Essex offered edits. Golland made the motion to approve with edits; Wadhwa seconded. The minutes, with edits, were approved by unanimous voice vote.
9. *Faculty Reports*:

EPC Educational Policy Committee: Dean Morrow Reutten and Paul Blobaum were present to answer questions about the proposed *Open Access Policy*. EPC Chair Tamulis explained the history of this current draft and the legislative requirement that all Illinois public universities develop such a policy. EPC and the Open Access Task Force had

worked together to arrive at the proposed language. He pointed out that there is an “opt out” process for faculty members to use. Tamulis noted that the policy must be brought to the Board of Trustees at their December meeting so that will be in place by January, which is required by law. Paul Blobaum provided information about GSU’s Scholarly Repository (OPUS) for students, faculty. He stated that he will be able to help faculty in determining rights and options. He noted that faculty members should not be concerned that this policy will lower publication standards. Golland noted that he, Walter Henne, and Carlos Ferran were faculty representatives on the Open Access Task Force, and that the process was faculty-generated. Also, the policy does not apply to publications prior to enactment of the policy. Dean Morrow Reutten stated that the Task Force will recommend that the state legislature provide funding for implementing the policy. Tamulis made the motion to approve the proposed policy on Open Access; Winicki seconded. The motion passed with all voting yes with the exception of one abstention.

University Curriculum Committee UCC: Faculty Senate President Muhammad noted that she had requested that the Provost withdraw the recently distributed *Writing Intensive Approval forms*.

Academic Program Review Committee APRC: APRC member Gandy reported that two proposals for math programs, which had been “lost in the pipeline,” were being reviewed. She also noted that APRC is considering changing the annual evaluation process/criteria. Gandy asked that the Faculty Senate make a determination about whether APRC can independently change the criteria (e.g., number of majors for flagging a program). A senator posed a question about who reconciles the work of UCC and APRC when proposals are being reviewed by both simultaneously. The suggestion was made that a reconciliation committee, with rotating membership, be developed. Faculty Senate President Muhammad stated that this will be discussed at the next Executive Committee.

Graduate Studies Council: Tymkow reported that Graduate Capstone Guidelines were discussed again. The Graduate Studies Council agreed that a process for notifying all know about the guidelines is needed, perhaps a forum for chairs, coordinators, and deans. Tymkow also stated that the Graduate Studies Council has discussed the process for submitting documents, including graduate capstone projects, in OPUS; Paul Blobaum will work with Graduate Student Affairs Group on this.

Academic Calendar Committee: See attached report from Senator Person.

#### 10. *Announcements*:

Geller announced that the first “*Library Jam*” will be held from December 1<sup>st</sup> to 3<sup>rd</sup>, with extended Library hours from 8:30 a.m. to midnight; additional support from writing center, etc., will be available.

At the request of Colleen Rock, Winicki read an announcement from *State Universities Annuitants Association* (SUAA) regarding the benefits of membership. Application forms were distributed.

Golland announced the final two events commemorating the 50<sup>th</sup> Anniversary of the *Voting Rights Act*:

1. Monday Nov. 24, *Ghosts of Mississippi*
2. Thursday Dec. 4, *White Man's Burden*

11. Schedule for Faculty Senate Meetings:

Washington made the motion that the Faculty Senate not hold a meeting on December 18; Golland seconded. The motion passed by unanimous voice vote.

Meeting Adjourned: 3:00 p.m.

Next Meetings:        Executive Committee Meeting Dec. 4, 2014.  
                              Full Senate Meeting: January, 2015

Respectfully submitted,

Barbara Winicki  
Faculty Senate Secretary

Attached:

- Report from Academic Calendar Committee

# Memorandum

**To:** Dr. Muhammad, Faculty Senate President

**From:** Senator Person

**Date:** 2/6/2015

**Re:** Academic Calendar Committee Report

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*Please find the response to your concerns from the Academic Calendar Committee below in italics:*

- 1) **Some summer sessions were 11 weeks and some were 12 weeks.**
  - *The latest drafts now reflect all summer sessions are 12 weeks.*
- 2) **Number of Monday Holidays impacting contact hours**
  - *The last day in a semester will be on a Monday instead of a Sunday. This will allow an additional Monday session to replace the Monday Holiday (Labor Day or Dr. MLK Day) during a given semester.*
- 3) **Official Study Week before final week each semester**
  - *Universities that have an "extra study week" or a "finals week" operate on a 16 week schedule. Currently, GSU has this week "built in" to a 15 week semester. In order to consider this option, GSU would have to decide on 16 week semesters.*
- 4) **Beginning after Labor Day**
  - *The committee feels that Fall semester start dates at GSU are common with other Universities.*
  - *Starting after Labor Day would push the end of the semester too far into December which would affect Intercession course dates. This would then affect the start of Spring semester which would ultimately affect Summer. It becomes a snowball that would create too many other obstacles.*
- 5) **Two day Thanksgiving Week**
  - *This concern was emailed to me after the committee met so I was unable to get a response at this time but will address it at the next meeting.*