

Faculty Senate Meeting
September 18, 2014 1:00 to 3:00PM
Room D1496
Minutes

Senators in Attendance:

X	Y. Brown (CAS)		D. Hechenberger (AL/COE)	X	V. Person (COE)
	D. Cortese (CAS)*	X	S. Ji (CBPA)	X	Z. Ramamonjarivelo (CHHS)
X	N. Ermasova (CBPA)*	X	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	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: R. Hill, C. Sexton, R. Sinclair

1. The meeting was called to order, with quorum at 1:07 p.m., by Faculty Senate President Muhammad.
2. Faculty Senate President Muhammad asked for confirmation of three new senators from COE (Sandra Gandy, Shaalein Lopez, and Vickie Person). The senators were confirmed by unanimous voice vote.

3. *Administration Updates:*

Provost Bordelon was unable to attend due to jury duty. Associate Provost Sexton and Dean of CAS Hill reported for the administration.

Associate Provost Sexton reported first on fall semester enrollment (as of the frozen head count 9/13/14) and provided a handout. She noted that there was an overall increase, although graduate enrollment was down somewhat. She stated that the decrease in non-degree seeking numbers might be due to more restrictive financial aid requirements. A senator asked if anything was being done to address the decrease in graduate enrollment. Associate Provost Sexton stated that the individual programs should be examined for causes. Another senator noted that there hasn't been a marketing strategy for graduate programs. Associate Provost Sexton explained that the colleges are responsible for marketing the graduate programs, while the university is dealing with marketing of undergraduate programs and the university as a whole. Dean Hill noted that current marketing efforts include a website search enhancement and on campus events, such as open houses. Associate Provost Sexton stated that the weekly reports from IR shows the numbers for individual programs.

Dean Hill reported on faculty searches. He stated that searches had been approved for one accounting faculty member (CBPA), a division chair for the Division of Education (COE), a multi-categorical special education faculty member (COE), and faculty member to teach the superintendent program in educational administration (COE). Searches for CAS and CHHS faculty are in process, but not yet approved.

Dean Hill stated that the Provost's Office is still reviewing workload summary sheets. He said that there had been discussion during the Dean's Council meeting regarding what should be put in the portfolios to replace AODs. A senator asked if the faculty members' annual workload assignments are final or not at this point. Dean Hill repeated that summary sheets are still under review. Associate Provost Sexton said that she would get a definite answer about workload assignments.

Dean Hill reported that the CPCs had been elected and there is currently a call for nominations/elections for the University Personnel Committee (UPC). Also, the Sabbatical Committee has been formed.

There was a brief discussion of various aspects of the Early Start program. A senator asked about the continuing support for students' writing difficulties. The course announced this week (ENG 2920 Writing Studio) is designed for transfer students, not

freshmen. It is not part of the Early Start. Senator Morris explained that instructors must make the choice of requiring freshmen to attend the current Friday support sessions. Dean Hill noted that there has been discussion of possibly making the Friday support sessions for-credit lab courses.

(Sexton and Hill left the meeting at 1:30 p.m.)

4. *APRC Chair*: Faculty Senate President Muhammad stated that, per the Faculty Senate Standing Rules, a waiver is needed for Rob Sinclair to serve as chair of APRC. Dr. Sinclair stated that he will attend Faculty Senate and Executive Committee meetings if a waiver is granted. The waiver was approved by unanimous voice vote.

5. *Approval of the Standing Rules*

- Article I, Section 1, H: This currently requires written summaries of proposed reports to the Executive Committee. It was noted that this is not appropriate for all guests, and perhaps it should be the Faculty Senate President's decision. The wording could be changed from "shall" to "may be requested." There was agreement on using the phrase "at the discretion of the Faculty Senate President." In addition, it was agreed that the typo (in for is) in the last sentence should be corrected.
- Article I, Section 1, C: It was agreed that the second sentence ("The role of the parliamentarian ...) should be moved to Article II, Section 7 (p. 5).
- Article I, Section I, F and G: It was agreed that, in both, "shall be" should be changed to "may be."
- Article II, Section 4: This deals with expansion of standing committees. Currently, the Standing Rules state that a request for continued expansion must be made annually and then certified by the Faculty Senate. It was agreed that, if annual requests/recertifications are required, they must occur in spring prior to call for nominations and elections.

A motion was made by Essex to table further discussion of the Standing Rules until research is completed; Tamulis seconded. The motion was approved by unanimous voice vote. Winicki offered an amendment to the motion, adding that a work group would review the Standing Rules prior to the Executive Committee meeting on October 2; Tymkow seconded. There was one "no" vote; all others voted "yes."

6. *General Education Implementation Task Force:*

A senator noted that the Faculty Senate must correct its previous action. She noted that the procedures outlined in the May 29 resolution on the General Education Implementation Task Force hadn't been followed when Faculty Senate Vice President Cortese and Dr. David Rhea had been named to the task force's steering committee. Faculty Senate President Muhammad noted that Dr. Rhea has offered to serve in order that there will be continuity between the General Education Task Force and the new task force. Faculty Senate Parliamentarian Golland pointed out that, because some members of this group will be administrators, it cannot be a standing committee under the Faculty Senate. Faculty Senate President Muhammad stated that the old General Education Task Force did provide reports to the Faculty Senate, but it was independent.

The importance of the charge to the General Education Implementation Task Force was discussed, as was the need for obtaining members for it as soon as possible. The steering committee of the task force is charged with developing a permanent structure for monitoring the general education curriculum by the end of AY14-15. A senator reminded the Senate that the resolution states that the Faculty Senate President will call for volunteers, so there is no need to wait for the deans to do so.

Golland made the motion to retract the August action of the Faculty Senate by which Cortese and Rhea were appointed to the steering committee associated with the General Education Implementation Task Force; Washington seconded. The motion was approved by unanimous voice vote. Faculty Senate President Muhammad stated that she will send a call for volunteers for the task force, and she will notify UCC Chair Parin that, should she not be able to serve herself, she should name a designee.

7. *Other University Committees Needing Faculty Senate Representatives:*

- Global Affairs Committee: Faculty Senate President Muhammad stated that Provost Bordelon had provided the name of a volunteer.
- Graduate Studies Council: Senator Falconnier volunteered to serve.
- PBAC Representatives and Senate Budget Committee: Faculty Senate President Muhammad stated that Susan Ji and Robin Washington have been serving as Senate representatives to PBAC. They had acted as Senate Budget Committee as well. Senator Washington stated an actual Senate standing committee, as described in the Faculty Senate Bylaws, should be created. Faculty Senate President Muhammad stated that this will be put on the Oct. 2 Executive Committee agenda.

8. *Review of August 2014 Senate Minutes:* After edits were suggested, Brown made the motion to approve the minutes with edits; Gandy seconded. The edited minutes were approved by unanimous voice vote.

9. *Faculty Reports:*

Before reports from committees, Faculty Senate President Muhammad identified the chairs of the Senate standing committees for AY14-15: Sinclair for APRC; Tamulis for EPC; Parin for UCC.

- IBHE Faculty Advisory Committee: No report.
- University Curriculum Committee: A written report from Parin is attached. The deadline for catalog changes is Oct. 6. Faculty Senate Vice President Cortese raised a concern about the development of the junior seminar; he requested that the deadline be extended for those syllabi.
- Academic Program Review Committee: Sinclair reported that he had been elected chair unanimously during the first meeting of APRC for AY14-15. He stated that those programs that have cyclical reviews this year have been reminded about the timeline for submitting reports.
- Educational Policy Committee: Tamulis stated that there was nothing new to report.
- Graduate Studies Council: Tymkow reported that the Open Access Policy is now on the agenda for EPC. She noted that concerns regarding graduate student recruitment are being discussed.
- Bargaining Unit: Johnson (UPI Chapter Grievance Officer) reported that there will be a series of portfolio workshops in the next two weeks. Some are for those faculty members submitting portfolios; others are for those who will evaluate the portfolios. Johnson asked that any faculty member who had international travel denied recently let her know about it. A senator raised a question about the non-uniform application of reassigned time across the university. Johnson stated that there must be a clear reason for denial of reassigned time.
- Executive Committee: Faculty Senate President Muhammad asked the senators from COE for their choice of representative to the Senate Executive Committee. Senator Gandy volunteered to serve.
- Council of Illinois University Senates (CIUS) Meeting: Faculty Senate President Muhammad reported on the CIUS meeting. She stated that one of the points of discussion had been concerns about academic freedom, including the recent events at U of I. She noted that we should check GSU's Board of Trustees' policies on this issue. Faculty Senate President Muhammad stated that, while other universities congratulate us on increased enrollment, etc., they expressed concerns about the latest UPI agreement.

10. *Discussion Regarding Ownership of Syllabi and Instructional Materials:*

A senator asked about adjuncts' use of Unit A faculty members' course syllabi. The discussion included the suggestion that there be a "master syllabus" for each course, but that the individual faculty member would "own" lectures, rubrics, etc. The concern expressed was that chairs have given all instructional materials for courses to adjuncts without consent of the Unit A faculty member who had developed those materials. The use of Blackboard was discussed. It was pointed out that whatever is posted on GSU's Blackboard site no longer belongs to the individual faculty member. It was suggested that, rather than posting all materials on Blackboard, links to personal websites should be posted. The Senate agreed that this is an important issue for faculty members, especially for those teaching online courses. A policy addressing this issue is probably needed.

11. *Announcements:*

- Senator Golland: Commemoration of the 60th anniversary of the Civil Rights Act continues. The next film is *Selma, Lord, Selma*. Complete program can be found at DavidGolland.com/1964.htm.
- Faculty Senate President Muhammad: October 3, at 1:15 p.m., Faculty Senate retreat with Board of Trustees

Meeting Adjourned: 3:00 p.m.

Next Meetings:

Executive Committee: Oct 2, 1:00 p.m. to 3:00 p.m. in the Library Conference Room
Full Senate Meeting: Oct 16, 1:00 p.m. to 3:00 p.m. in the Hall of Honors

Respectfully submitted,

Barbara Winicki
Faculty Senate Secretary

Attached: Report from UCC

Report from UCC Chair Parin

UCC met on Monday, September 8th from 1:00-3:00

UCC is currently reviewing all submissions that were received during the Summer and we hope to have all submissions approved at the Monday, September 22 UCC meeting.

The catalog deadline for this year is Monday, October 6th; this will give UCC the time to review submissions and approve to make the December catalog dead line.

However, UCC will do its best to review and approve submissions received after the October 6th deadline for the December catalog deadline as well.

UCC has requested Associate Provost Sexton create a visual flow chart for the University to show the process of submitting requests starting at the college level and through the final stages of approval by UCC (and the process after approved items leave UCC).

I hope this flow chart will be helpful in the process.

If you have any questions please contact me at any time.

Kind Regards,
Beth Parin