

Faculty Senate Meeting
1:00-3:00 PM
March 6, 2014
Room B1240

Minutes

Senators in Attendance:

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

* = Faculty Senate Executive Committee

Guests: S. Mayfield, A. Latham, R. Sinclair, J. Coleman, S. Sanderson, A. Barsha

1. The meeting was called to order, with quorum, at 1:00 p.m. by Faculty Senate President Muhammad.
2. Faculty Senate President Muhammad called for additions to the agenda. Two additions (academic calendar; division criteria) were offered by Faculty Senate Vice President Cortese. Muhammad made the motion to approve the agenda with additions; Kasik seconded the motion. The agenda, with additions, was approved by unanimous voice vote.
3. *Human Resources:* Joyce Coleman, Associate Vice-President for Human Resources and Diversity, introduced herself. She has had 38 years of experience in HR, including work in a number of institutions of higher education. Ms. Coleman stated that she will later will share information about new initiatives. She invites input from faculty members, including members of the Faculty Senate.

4. *Student Life*: Sheree Sanderson, Assistant Dean of Students, provided preliminary information about Family and Friends Weekend, which will include homecoming events for alumni. Ms. Sanderson stated that there are representatives from all colleges, including 3 or 4 faculty members, on the organizing committee. She invites faculty input and participation. Ms. Sanderson also reported that an interim athletic director for the university has been hired.
5. *Administration Updates*:

Associate Provost Latham reported on applications for freshmen admission. There have been 325 applications and 152 admissions granted. Of the 152, 62 were direct admissions, 58 requiring early start program in both math and English, 27 requiring early start program in math, and 5 requiring early start program in English. There are 16 confirmed admissions. In response to a question, Assoc. Provost Latham said that admissions does not yet have information about the high schools from which the admitted freshmen graduated/will graduate. Assoc. Provost Latham reported that there has been a substantial increase in requests for transfer admissions; there were 217 last year and 270 this year.

Associate Provost Mayfield reported on request for changing the process for approving off-campus delivery of existing programs. The request had asked for elimination of approval by UCC and APRC. She noted that the Faculty Senate Executive Committee expressed concerns about resources, especially faculty resources, and that Executive Committee recommends that APRC, but not UCC, continue to review these proposals. Amy Barsha expressed the administration's desire for more efficient processing of proposals so student recruitment can proceed. Senator Hechenberger noted that there should be a way to find out where proposals are at each step in the process. Assoc. Provost Mayfield stated that someone is looking at this tracking issue for his MA thesis, and that Provost Bordelon is also interested in making work flow more transparent. Currently, the proposals go to the Provost's Office and requests for revisions, etc., are sent back to the department/division chairs.

Regarding the academic calendar, Faculty Senate President Muhammad stated that the Faculty Senate Executive Committee needs to discuss the impact of new scheduling on availability of faculty for Faculty Senate and other committees. Assoc. Provosts Latham and Mayfield expressed willingness to bring this information/concern to Provost Bordelon.

(Assoc. Provosts Mayfield and Latham and A. Barsha left the meeting at 1:34 p.m.)

6. *Review of February 2014 Senate Minutes*: Faculty Senate Secretary noted that Senator Gandy had already provided some edits. Kasik made the motion to approve the minutes with any edits; Tymkow seconded. There was a brief discussion about Policy 56. The minutes were approved with one abstention and all others voting yes.

7. *Faculty Reports:*

IBHE Faculty Advisory Committee: Faculty Senate Representative Cortese reported on three issues discussed at the IBHE FAC meeting held on Feb. 20. First, Senator Durbin has requested a bill on faculty/publisher relationship; IBHE FAC clarified this for Senator Durbin. The second issue was that of not-for-profit organizations' alternative teacher licensure processes that do not include reviews or standards from IBHE. Third, Cortese noted that community colleges in other states have been authorized to grant baccalaureate degrees; currently, Illinois allows 3 + 1 programs. (See attached report.)

University Curriculum Committee: UCC Chair Parin provided guidelines for finding UCC forms online. There was a brief discussion about the university catalog and what materials are included in catalog addenda. There are concerns that changes will be made in the online catalog without DCC and UCC review.

Academic Program Review Committee: The new APRC Chair Rob Sinclair introduced himself. He noted that APRC had met this morning (March 6) to review the cyclical reports, and that APRC will meet physically only once per month on the first Thursday of the month. Much of the committee's work will be done online, but voting will be done during meetings. Dr. Sinclair noted that APRC is still waiting for two of the cyclical review reports; others being edited; one was sent back for clarification; one sent back for substantial revision. Dr. Sinclair will notify Assoc. Provost Mayfield about lack of reports from two programs.

Graduate Studies Council: Senate Representative Tymkow reported on three items: 1. *Guidelines for Graduate Capstones* has been drafted by the Graduate Studies Council and has been sent out for comment to administrators and faculty members; April 3 is the deadline for providing feedback to Beth Cada; 2. Graduate Student Boot Camp will be held March 10-12; 3. Graduate Studies Council suggests that it be consulted during the development of proposals for new programs (degree/certificate).

Educational Policy Committee: EPC Chair Tamulis stated that the committee is continuing to review Policy 4 Student Conduct. He noted that this policy is very complicated and also very important, so the review is taking time. The Dean of Students has provided extensive input on this policy revision. For example, there has been discussion of the difficulty of dealing with academic dishonesty. Students' agreement with faculty decisions in these matters should not be required. It is important to keep a paper trail, but at the same time retain faculty members' ability to resolve issues at the course level and not encumber faculty members with responsibility for recording keeping and other administrative tasks.

Board of Trustees: There were subcommittee and full Board meetings on Feb. 28. Faculty Senate President Muhammad reported that there was a two hour executive session from which faculty members were barred. She noted that Provost Bordelon had reported to the Board on issues brought to her by the Faculty Senate, including emergency closings. Faculty Senate Vice President Cortese stated that Provost Bordelon has sent a response to concerns about the timing of system maintenance down times and about kick-out from

the portal. IT will not change the kick-out timing; they say it is within the typical 10 to 20 minutes. Senators reiterated their concerns about this. See attached report from Senator Ji, representative to the Budget and Finance Subcommittee. Faculty Senate President Muhammad asked that senators review the documents.

Bargaining Unit: Senator Kasik, who is a member of the House of Delegates, reported that UPI local president Ruiz would like suggestions for resolutions for the House of Delegates.

Adjournment at 3:00 p.m.

Next Meeting: April 17, 2014, 1:00-3:00 p.m.

Respectfully submitted,

Barbara Winicki
Faculty Senate Secretary

Attached:

- IBHE FAC report
- Board of Trustees Budget and Finance Subcommittee report

**IBHE FACULTY ADVISORY COUNCIL
REPORT TO THE FACULTY**

ILLINOIS BOARD OF HIGHER EDUCATION

FEBRUARY 20 2014 MEETING

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

Meeting began at 9:10am with an announcement that that Dr. Applegate has begun his term as Executive Director of the IBHE and has a standing invitation to attend FAC meetings.

Your IBHE Faculty Advisory Council representative (Dr. Daniel Cortese and Dr. Larry Levinson) request your consideration and recommendations on any or all of the following **ACTION ITEMS**:

Faculty Advisory Council has been contacted by Senator Durbin regarding the [Affordable College Textbook Act](http://beta.congress.gov/bill/113th-congress/senate-bill/1704) (<http://beta.congress.gov/bill/113th-congress/senate-bill/1704>) that raises potential concerns about the relationship between faculty and publishers. The bill is currently in committee. **(ACTION REQUESTED)**

At the last IBHE meeting, one item on the agenda was “alternative educator licensure program for teachers by not-for-profit organizations.” The concern of one FAC member was that IBHE has no criteria by statute that would allow them to evaluate a program such as this. Therefore, these programs are de facto approved when they arrive. A moratorium on these programs, or establishing criteria outside of a statute would open IBHE up to lawsuits, which they are avoiding. Should FAC respond to this issue and urge that criteria be developed? **(ACTION REQUESTED)**

Dr. Robert Breuder, President of the College of DuPage (COD, host institution), indicated that half the States have authorized community colleges to offer baccalaureate degrees in applied fields, where needs are not being met by four year institutions. This model doesn’t currently exist in Illinois. COD, in moving in that direction, is pushing 3+1 programs; taking three years of courses at COD with a partner four year institution providing the final year of instruction at COD. GSU was signaled out as an excellent example of how this works for students, institutions, and employers with their Nursing Program. Is this relationship something that is of interest to other programs at GSU? **(FYI ONLY)**

In caucus meetings, Private institutions at FAC discussed the 3+1 model and the dynamic in the classroom. What are the implications for four-year faculty? The issue of teacher preparation programs and licensure issues were discussed; Privates will develop a position statement. The Public institutions considered the federal textbook bill (above), 3+1 programs, PARCC and Common Core issues flagged in earlier meetings and detailed in previous reports, and preparing for our April meeting with the IBHE. The Community College institutions focused on perceptions of their sector and implications of 3+1. **(FYI ONLY)**

In the interest of health of students, faculty, and staff, UIUC has gone smoke-free, including e—cigarettes, following a number of top Medical Universities that encourage quitting. **(FYI ONLY)**

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: Report on the Board of Trustees' Budget and Finance Committee Meeting on February 28, 2014

Date: March 4, 2014

The Board of Trustees' Budget and Finance Committee convened at 11:50 am on Friday, February 28, 2014. Attendees include all trustees, President Maimon, Provost Bordelon, faculty senate representatives to the Budget and Finance Committee (Walter Henne and Susan Ji) and various guests. Below is a summary of the meeting; details follow in a pdf document.

Information Items

1. Report on purchases \$50,000-\$99,999, November 16, 2013-January 25, 2014

<u>Vendor</u>	<u>Contract</u>	<u>Total Cost</u>
AT&T DataComm	Cisco annual maintenance contract	\$78,930.40

2. FY2014 Operating Budget:

With the total remaining the same, the proposed budget for FY2014 was revised to reflect some slight changes in fund allocation.

Action Items

3. Minutes approved for the meeting on December 6, 2013

4. Approval to extend legal services contracts for July 1, 2011—June 30, 2016: *Laner, Muchin, Dombrow, Becker, Levin and Tominberg, Ltd.* in an amount not to exceed \$600,000; *Dunn, Willard, Arkell, Bugg and Patterson LLP* in an amount not to exceed \$100,000; and *Franczek Radelet PC* in an amount not to exceed \$200,000.

5. Award of Financial Advisory Services contract to Columbia Capital Management LLC of Chicago in an amount not to exceed \$80,000.

6. Award of Student Housing Furniture contract to The Brill Company, Inc. of Ludington, MI in an amount not to exceed \$700,000.

7. Approval of \$0/credit hour increase in tuition rates for Academic Year 2014-2015.

8. Approval of \$0 increase in student fees for Academic Year 2014-2015.

9. Approval of the adoption of *The Policy on Concealed Carry* to be included in the Board of Trustees Regulation.

EXECUTIVE SUMMARY

ACTION ITEM: Authorization to amend the terms and maximum contract amounts of contracts for legal services with *Laner, Muchin, Dombrow, Becker, Levin and Tominberg, Ltd., Dunn, Willard, Arkell, Bugg & Patterson LLP*, and *Franczek Radelet PC* pursuant to the one-time, 2-year renewal provisions contained in the existing contracts with these firms.

BACKGROUND: A Request for Proposals (RFP) #D1142TMS was issued publicly, as required by statute, for legal services in the Spring of 2011. Bidders were asked to submit proposals for either a retainer agreement for a 3-year period and/or for services on an "as needed" basis, with the option to renew the contracts for an additional 2-year period. All proposals, expertise and fee structure were reviewed by GSU's General Counsel.

Original Contract Awards:

As a result of the RFP, 3-year contracts for July 1, 2011 through June 30, 2014, were awarded to:

Laner, Muchin, Dombrow, Becker, Levin and Tominberg, Ltd., in an amount not to exceed \$200,000, in the form of a retainer agreement for \$144,000 and an 'hourly rate' agreement, with an hourly rate of \$225 for all services rendered, as needed. This contract was amended to a total amount not to exceed \$400,000. The increase was used to provide additional work for the University on intellectual property law.

Dunn, Willard, Arkell, Bugg and Patterson LLP, at an amount not to exceed \$60,000 to be used for legal services as needed.

Franczek, Radelet PC, at an amount not to exceed \$75,000 to be used for legal services as needed. This contract was amended in December, 2012 to an amount not to exceed \$125,000. The increase was used to provide additional work for the University on ongoing litigation.

Recommended Contract Amendments:

At this time the General Counsel recommends the University amend the contract term of its existing legal contracts to July 1, 2011 through June 30, 2016, thereby exercising the option to extend the legal services contracts for an additional two years as follows:

Laner, Muchin, Dombrow, Becker, Levin and Tominberg Ltd, a \$200,000 increase in the total contract amount, to \$600,000.

Dunn, Willard, Arkell, Bugg and Patterson LLP, a \$40,000 increase in the total contract amount to \$100,000.

Franczek, Radelet PC, a \$75,000 increase in the total contract amount to \$200,000.

FUNDING SOURCE: University Operating Budget

RESOLUTION 14—19: Upon the recommendation of President Maimon and the concurrence of the Budget and Finance Committee, the Governors State University Board of Trustees approves the award of purchase orders and the amendment of existing contracts for legal services to reflect the 2-year renewal provision of the existing legal contracts, to reflect a contract term for each contract of July 1, 2011 through June 30, 2016, and to reflect a total contract amount of each contract as follows: *Laner, Muchin, Dombrow, Becker, Levin and Tominberg, Ltd.* in an amount not to exceed \$600,000; *Dunn, Willard, Arkell, Bugg and Patterson LLP* in an amount not to exceed \$100,000; and *Franczek Radelet PC* in an amount not to exceed \$200,000.

Resource/Contact: Alexis Kennedy, General Counsel/Vice President; e-mail akennedy@govst.edu; phone 708.534.7096

GOVERNORS STATE UNIVERSITY

BOARD OF TRUSTEES

RESOLUTION FOR BOARD ACTION

February 28, 2014

Resolution 14—19: Approval to Extend Legal Services Contracts. Upon the recommendation of President Maimon and the concurrence of the Budget and Finance Committee, the Governors State University Board of Trustees approves the award of purchase orders and the amendment of existing contracts for legal services to reflect the 2-year renewal provision of the existing legal contracts, to reflect a contract term for each contract of July 1, 2011 through June 30, 2016, and to reflect a total contract amount of each contract as follows: *Laner, Muchin, Dombrow, Becker, Levin and Tominberg, Ltd.* in an amount not to exceed \$600,000; *Dunn, Willard, Arkell, Bugg and Patterson LLP* in an amount not to exceed \$100,000; and *Franczek Radelet PC* in an amount not to exceed \$200,000.

Approved February 28, 2014