

Faculty Senate Meeting
October 16, 2014
1:00 to 3:00 p.m.
D1496

Minutes

Senators in Attendance:

X	Y. Brown (CAS)		D. Hechenberger (AL/COE)	X	V. Person (COE)
X	D. Cortese (CAS)*		S. Ji (CBPA)	X	Z. Ramamonjiarivelo (CHHS)
X	N. Ermasova (CBPA)*	X	E. Johnson (CAS)*	X	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)
	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)*	X	B. Parin (AL/CAS)*		

* = Faculty Senate Executive Committee

Guests: D. Bordelon, A. Vendrely, K. Kissel, J. Small, W. Henne, R. Sinclair

1. Call to Order and Agenda:

The meeting was called to order, with quorum, at 1:03 p.m. by Faculty Senate President Muhammad.

Faculty Senate President Muhammad asked for additions to the agenda, and Senator Golland requested the addition of the Student Research Conference on Civil Rights under Announcements. Muhammad made the motion to approve the agenda with this addition; Cortese seconded. The agenda, as edited, was approved by unanimous voice vote.

2. Administrative Updates:

Provost Bordelon stated that 72 applications for Fall 2015 freshmen admission had been received. 48 of the 72 were incomplete; 7 of the complete applications were direct admissions, and others are being reviewed. Regarding Spring 2015, 216 of 475 applications from prospective transfer student applications have been accepted; the number of applications for master's programs is more than double that at this time last year. Provost Bordelon noted that there have been changes in the marketing efforts; GSU should be seen as a university that provides opportunities to a range

of students. Marketing for freshmen is focused primarily on high school students, but open houses will reach others in the community.

In response to a question from a senator, Associate Provost Vendrely stated that those who are joining freshmen cohorts are being required to take GSU cohort courses, although previous credits can be applied as electives. She noted that the handling of AP credits needs to be reviewed.

There was a brief discussion of concerns regarding students living in Prairie Place. Provost Bordelon stated that Prairie Place Residence Council has met. During a follow-up to a meeting with President Maimon, students were very solution oriented. Senator Sinclair, who is one of three Faculty in Residence at Prairie Place, noted that students understand the need to prioritize the problems, and they recognize that movement toward addressing concerns is happening quickly.

Provost Bordelon raised a concern she has heard from students. Some students state that they are not getting feedback regarding where they stand in some of their classes. The discussion included senators' opinions regarding students' expectations based on high school experiences, possible need for mid-term grades, encouraging students to use faculty office hours, and use of the freshmen seminars to provide information about reading syllabi and other transitions to college support. The consensus was that faculty members need to communicate expectations and provide feedback to the students, especially freshmen.

Provost Bordelon ended her report with the announcement that faculty searches are in process in all colleges and the Vision 2020 Steering Committee will meet on Oct. 29.

Associate Provost Vendrely reported that work is being done on developing a Colleague report that would have both teaching duties and the reassigned time; those reports should be available for next year's portfolios. Regarding the personnel committees, she stated that there will be one more call for volunteers to serve as CAS, COE, and CHHS representatives on the University Personnel Committee.

Karen Kissel, VP for Administration and Finance, provided information regarding the Smoke Free Campus Act. She stated that a task force has been formed. The law requires communication with the university community about regulations and support by May 1, 2015, and full implementation (i.e., smoke-free campus) by July 1, 2015. VP Kissel responded to questions regarding food services for students living in Prairie Place.

3. ***Respond to Violence:*** Senator Brown provided information about an upcoming (Nov. 18) Respond to Violence event, "Reaching Our Youth." It will include a Readers Theater presentation of *How Long Will I Cry*. The event is designed for area high school students.

(VP Kissel left the meeting at 1:54 p.m.)

4. ***Campus Community Campaign:*** Director of Development Jackie Small provided information about the Campus Community Campaign, which has the theme of "Believe in Big Ideas." She noted that there was 49% participation last year, and a greater participation rate is one of the goals this year. She also provided information about three newly created scholarships toward which one can direct contributions.

(Provost Bordelon and Associate Provost Vendrely left the meeting at 2:04 p.m.)

5. *General Education Implementation Task Force:*

Faculty Senate Vice President Cortese stated that the Task Force had met earlier today (Oct. 23) and discussed the plan for handling writing intensive designations. The Task Force will help the division/department curriculum committees in reviewing existing courses for writing intensive designation. He noted that a proposed new policy for Freshmen Admission and Course Credit is being reviewed for elements not currently included in other policies (e.g., AP credit).

6. *Confirmation of Faculty Senate Representatives:*

The Faculty Senate approved Dr. Divya Sood as its representative to the Global Affairs Committee. Senator Johnson stated that she had completed her term on the Academic Calendar Committee, so a new Faculty Senate representative is needed. Senator Person volunteered to serve. The Faculty Senate approved Senator Person as its representative to the Academic Calendar Committee.

7. *Review/Approval of the Faculty Senate Standing Rules:*

Faculty Senate President Muhammad asked senators to review the marked up document showing proposed changes in Faculty Senate Standing Rules; she noted that this version had been moved and seconded in the Executive Committee, so the Faculty Senate needs to discuss and vote. Discussion included:

- *Article I, Section 2:* The consensus was to retain the Order of Business and allow for flexibility in implementation.
- *Article II, Section 1:* The consensus was that the Budget and Finance Standing Committee should not be implemented because it would conflict with PBAC. Therefore, this section should be retained in the Standing Rules, and then add Section 8, which explains how Faculty Senate representatives to PBAC will be chosen. Later, the Senate must revise its ByLaws in this regard.
- *Article II, Section 4:* The consensus was to add "in spring semester prior to call for nominees."

The question was called by Faculty Senate President Muhammad. There was unanimous voice vote approval of the Faculty Senate Standing Rules for AY14-15, with changes as noted. Faculty Senate Secretary Winicki will revise the document and send it to Executive Committee for review before sending it for posting.

8. *Review of September, 2014, Minutes:* Golland made the motion to approve the minutes; Tamulis seconded. The minutes were approved by unanimous voice vote.

9. *Faculty Reports:*

- *IBHE Faculty Advisory Committee:* Faculty Senate Vice President Cortese stated that Dr. Levinson has not yet provided a report on the September IBHE FAC meeting. He announced that GSU will be hosting IBHE FAC tomorrow (Oct. 17).
- *University Curriculum Committee:* UCC Chair Parin stated that UCC is reviewing catalog change proposals and is working on clarifying the role of ex officio members.
- *Academic Program Review Committee:* APRC Chair Sinclair stated that the committee had not met face to face since the last Senate meeting, but the members had communicated electronically regarding cyclical reviews. He confirmed need to clarify role of ex officio members. It was noted that the Standing Rules of Senate hold for its Standing Committees, so executive sessions can be called when appropriate.

- *Educational Policy Committee*: EPC Chair Tamulis stated that the committee is working on a number of policies and proposed policies, including those on Open Access, Undergraduate Admissions, and Research Misconduct. There was brief discussion of a proposed tobacco funding policy, the Open Access policy draft, and Policy 39's status. The latter is a concern because of the timing of SEI distribution to online and off-campus classes. The SEIs for those classes are not available during the last week of classes. Faculty Senate President Muhammad described another concern regarding SEIs; the calculation of percentage of responses to each Likert option is based on number of forms in envelope, not number of completed forms.
- *Graduate Studies Council*: Faculty Senate Representative Tymkow noted that Senator Falconnier is now the second Senate representative. She stated that the Graduate Studies Council is discussing the new capstone guide and the Open Access policy draft. She noted that Dean of Students Valente has requested that graduate students on probation status be discussed.

(At 3:00 p.m., the Senate agreed to extend the meeting by ten minutes.)

- *Board of Trustee Subcommittees*: See attached report from Board of Trustees Representatives Lopez and Person. Faculty Senate President Muhammad's report to the Board of Trustees is also attached.
- *Bargaining Unit*: UPI Grievance Officer Elizabeth Johnson announced the Know Your Contract session for Unit A faculty members will be held on Nov. 3 from 2:00 to 3:30 in the Hall of Honors. She stated final draft of the UPI/GSU Agreement will be available on October 31. Senator Johnson noted that, if faculty members want access to their offices during winter break when the campus is officially closed, they should notify their chairs and deans in advance. Senator Johnson reported that, since August, she has met with 13 union members regarding complaints (e.g., classes co-taught with Unit B).

10. Announcements:

- Monday, October 20: National Day on Writing, post to **#WriteMyCommunity!** See the [National Day on Writing website](#)
- Nov. 3, 2:00-3:30, Hall of Honors: "Know Your Contract" session for UPI Unit A Faculty
- Nov. 6, full day: Student Conference on Civil Rights; see www.DavidGolland.com
- Nov. 20, 7:00 p.m.: Chicago Alive! At Center for the Performing Arts

Meeting adjourned at 3:12 p.m.

Next Meetings: Executive Committee Meeting, Nov 6, 1:00-3:00 p.m., Library Conf. Room.
Full Senate Meeting: Nov 20, 2014, 1:00 to 3:00 p.m., Hall of Honors

Respectfully submitted,
Barbara Winicki
Faculty Senate Secretary

Attached:

- Reports from Representatives to Board of Trustees Subcommittees
- Faculty Senate President Muhammad's Report to Board of Trustees (10/10/14)

October 16, 2014

To: GSU Faculty Senate

From: Senator Shaalein Lopez, Representative to BoT Academic Affairs Subcommittee

**Board of Trustees
Academic Affairs Subcommittee
October 10, 2014
Report**

Upcoming Accreditation Visits:

CAS: Art, Independent Film, Digital Imaging; originally scheduled for Nov. 17-19, postponed

CBPA: Accounting, Business Administration, Business & Applied Sciences, Management
Information Systems

CHHS: Social Work, February 2015

Candidates for Emeritus Status:

Dr. William Yacullo

Dr. Akkanad Isaac

Changes in CAS (effective January 1, 2015):

Division of Science name change to Division of Chemistry and Biological Sciences

New Division: Division of Computing, Mathematics, and Technology; includes existing programs in mathematics, computer science, and information technology; new sequence in math, actuarial; new MS in informational technology; new certificates in robotics, 3D animation and games design

October 16, 2014

To: Faculty Senate

From: Senator Vicki Person, Representative to BoT Human Resources Subcommittee

Board of Trustees, Human Resources Report

The following items were on the Human Resources Subcommittee Agenda on October 10, 2014:

Executive Session

Approval of May 9, 2014, minutes

Resolution 15-06: Award of Rank and Tenure to Dr. Andrea Evans: Upon the recommendation of the Interim Dean of the College of Education, Dr. Karen D'Arcy, Provost Deborah Bordelon, President Elaine P. Maimon, and taking into consideration the split vote from the College of Education faculty, the Governors State University Board of Trustees Human Resources Committee appoints Dr. Andrea Evans as a Professor with tenure in the Division of Education, College of Education, effective August 1, 2014.

Meeting was adjourned.

Respectfully submitted,

Senator Person

FACULTY SENATE

Report to Board of Trustees

October 10, 2014

- (1) 1st year students: The faculty is excited about having first-year students at GSU. We are like second go-round parents, we learned from all the parents who went before us so we were able to develop a sound research-based general education curriculum. I had the opportunity to work with the first-year students over the summer in the Early Start program and I am currently teaching first-year composition. I am delighted to report that we have a group of eager to learn students. They are starting to feel the pressures of being in college. Our Administration, Pres Maimon, Provost Bordelon Dean of Students Dr. Valente is addressing several concerns. On the faculty side the faculty cohort teams are working together on assignments, classroom expectations, etc.
- (2) We discussed this at last week's retreat, but Faculty wanted this item in the report: that is Marketing and recruiting for GSU graduate programs.
- (3) The expectations for Tenure and for Promotion to Full Professor have increased, but so has the work load. This creates a very difficult situation for faculty. **Evaluation** structures. We no longer have Department/Division DPCs, and UPC is much smaller. The people on our new College Committees may not be able to give adequate attention to all the portfolios they review, nor do they have the expertise. Also the time frame for review of portfolios by the College Personnel Committees is very short. For example the College Committee will only have from Oct. 6-14 to review 3rd and 4th year faculty portfolios. The workload for the smaller UPC may be untenable. **Hard copies** of the new form for former AODs
 Progress on moving to **E-portfolios**, Progress on Nationally normed **SEIs**
- (4) Faculty is concerned about scheduling Research Release time: Faculty review or input for the procedures. Several faculty members report limited or no input that the allocation of Faculty Release for research is primarily division/department chairs decision and it is not a level playing field across the university.
- (5) The all day class schedule is creating problems for faculty participation in shared governance. It is difficult to schedule committee meetings. Committee members must arrive late and leave early due to teaching schedules. We have a full senate and most committees

are staffed fully, but we fear that the schedule may be preventing several faculty members from serving on committees.

(6) General Education Task Force completed its charge our first-year curriculum is in place. The Faculty Senate voted to convene the General Education Implementation Task Force—for AY14-15. This committee (with faculty members from all colleges, the library, the University Curriculum Committee and the Administration):

- a) will monitor and report the assessment outcomes and recommendations for enhancements
- b) identify and create the following:

A permanent organizational structure to assess the implementation of the General Education plan with an attention to shared governance, a clear path of leadership and duties, and bylaws; Establish appropriate membership that comports with University governance structures.

The first meeting of the General Education Implementation Task Force is scheduled for Thursday, October 16, 2014, from 10:30 to 12:00 noon in the COE Conf., Rm. G261. At that meeting the Task Force will determine a schedule and structure for future meetings.

(7) Junior-Year Seminars: These courses will be the places that are current first year students will be in classes with our transfer students. Only now the roles will be reversed the first-year students will be in their third year and the transfer students will be in their first year on campus. That will be another transformation year for GSU; we will see how students coming through our general education program compare with the transfer students' programs. For their junior seminar many GSU programs are developing new courses others are revising their intro to the major course. Following the leadership of Pres. Maimon, GSU intends to be the model for junior seminars.

(8) One final area of concern: Smoke-free campus becomes law July 1. The Faculty is concerned about our smoking students, when the option to step outside on class breaks will no longer be an option. We need an awareness campaign, counseling services and perhaps assistance from the Board of Health.

(9) Please allow me to thank the Board for your guidance and support as GSU becomes a new university. Thank you. Peace.

Submitted by Rashidah Jaami` Muhammad, Ph.D. President, GSU Faculty Senate, 10/10/14