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Spring 1-20-1999

Senate Meeting, January 20, 1999

Academic Senate
Illinois State University

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ACADEMIC SENATE AGENDA
TIME: 7 P.M., Wednesday, January 20, 1999
PLACE: Circus Room, Bone Student Center

Call to Order

Roll Call

Approval of Minutes of 12/09/98

Chairperson's Remarks

01.11.99.02 Memo of Understanding (to Executive Committee 1/11/99)

Vice Chairperson's Remarks

Student Government Association President's Remarks

Administrators' Remarks

Committee Reports

Action Items:

Election of students to Library Committee

Information Items:

- 11.18.98.02 Accounting Information Systems Sequence and Career Specialty Sequence in Accounting (to Academic Affairs and Budget Committees 11/24/98)
- 01.11.99.01 Potential Questions for Presidential Candidates from Senate Ad hoc Committee revised by Senate volunteers
- 01.12.99.01 Academic Department Chairperson Responsibilities, Appointment, Compensation, Terms and Evaluation

Communications

Adjournment

Please return interoffice mailing envelopes to the Senate office or return them at each meeting.

Meetings of the Academic Senate are open to members of the University community. Persons attending the meeting participate in discussion with the consent of the Senate. Persons desiring to bring items to the attention of the Senate may do so by contacting any member of the Senate.

ADDENDUM

01.15.99.01 Ideal Committee Structure (Internal and External)
Sub-Committee on External Committees

ACADEMIC SENATE MINUTES
(Approved)

January 20, 1999

Volume XXX, No. 7

Call to Order

Chairperson Paul Borg called the meeting to order at 7:00 p.m.

Roll Call

Secretary Curt White called the roll and declared a quorum.

Approval of Minutes:

Motion XXX- 54 by Senator Craddock (seconded by Senator Garner) to approve the minutes of December 9, 1998. Approved unanimously.

Chairperson's Remarks

Chairperson Paul Borg: Monday and Tuesday of this week, Senator Borg reported that he, four of the trustees, and two other campus members interviewed presidential candidates. This small group of the presidential search committee came to a recommendation. On Friday, the chair of the search committee will discuss the decision with the Executive Committee of the Trustees. On Tuesday, January 26, 1999, the full search committee will meet with the smaller group and discuss the choices that were made. After that point, candidates will be invited to campus during the second or third week of February; dates are tentative at this point. Senator Borg encouraged all constituencies to take part in the interview process.

Memorandum of Understanding on Board of Trustees and Academic Senate Procedures on Academic Senate Actions: This is, in part, a discussion that has been going on for some time. The memo tries to clarify what the Senate wanted to do with Constitution a year ago. The Board chair agreed with the process that had been discussed before. It allows the Senate to look at and determine on-campus processes on their own. The Memorandum has been discussed at the Senate Executive Committee meeting (a meeting, which Senator Borg was unable to attend). Senator Borg at this time asked for the Senate's concurrence to sign the Memorandum.

Senator White: The general reception of the document by the Executive Committee was very positive. However, Senator White stated that whether or not we can endorse the Board's Constitution is a different question. There was considerable conversation in the Executive Committee about where the document should be placed. Two likely places that it might be placed are the Policies and Procedure Manual or as an addendum to the Constitution. Senator White urged approval of the Chair's signing of the Memorandum.

Senator Goldfarb: Stated that the document clarified protocols. He was pleased by the fact that this gives a strong indication that the Board anticipates that any rejections or modifications of Senate recommendations will occur only in exceptional circumstances. Also, there is an expectation on the Board's part for a rationale to the Senate for the modification or rejection.

Senator Craddock: Would want to know where we would place the document before urging the Chair to sign. He suggested placing it within the Constitution.

Senator Borg: Any changes to Constitution go through the Senate. Therefore, he stated that he believed the memorandum provided a framework that is actually beyond the Constitution. He added that the document allowed the Senate to deal with internal matters on their own.

Senator Reid: From the point of view of the AAUP, a large part of this is very close to the 1966 statement of the AAUP. It gives primary responsibility not just to the faculty, but to the overall representative body. He asked AAUP national for a comment on it, and they felt that this was substantial progress. He strongly urged Senate approval of the signing of the document.

Senator Razaki: Faculty should play a part in resource allocation and that is not included in the memorandum. He strongly approved signing the memorandum, but stated that it should only be viewed as one significant first step. He added that there is a lot more to be done before the Board of Trustees and the rest of the campus can come to an amicable understanding.

Senator MacDonald: Would like to consult with constituents before signing. He stated that he would like to see the campus as a whole examine this and to assess the campus' opinion as a whole.

Senator Kurtz: Asked what the legal status of the memo is. Is it binding?

Senator Goldfarb: Has been reviewed by the Board's legal counsel and is acceptable to them.

Senator Kurtz: It is acceptable, but is it legally binding?

Senator Goldfarb: Could not answer in terms of whether it was legally binding. He stated that this is more of an issue of protocol. With the term "anticipate" in the document, it is very clear that this is how we expect it to work.

Senator Kurtz: Two of the signatories are going out of office – what would be the status of the document under a new chair of the Senate and potentially a new chair of the Board? Are we relying upon good faith of incoming people to adhere to this?

Senator Borg: The Senate may not necessarily be bound by the agreement beyond the terms of those signing the document.

Senator Goldfarb: Constitutions have been signed by past Board chairs. The issue is whether we will continue to follow principles agreed upon at a certain point.

Senator Varner: Was in favor of the document, but felt it was important to keep it a separate issue from the issue of the Constitution itself. She stated that this was a first step in revisiting the Constitution. Once that was settled, she was not sure that we would need the statement. If this was the protocol the Board actually anticipates, then they should not have any problems with rewriting the part of the Constitution that addresses those issues.

Senator Craddock: Agreed that the language in the Memorandum should be placed within the Constitution.

Senator Noyes: Would like to get responses from colleagues as well, but believed it would be to our advantage to present a document such as this to the potential presidential candidates. He encouraged that if some agreement could be reached this evening, it would be to the Senate's advantage.

Senator Clark: It clarifies one of the major problems of the Constitution debate. This gives us what we asked for in that part of it. Regardless of what Constitution we are using, this tells how that is supposed to be interpreted.

Senator Razaki: Disagreed with Senator Clark. He stated that this does not give us everything we have been fighting for in terms of the Constitution. There are still issues such as what type of campus participation there should be in the appointment of a new president, but this was a good first step.

Senator Day: Suggested sending an attachment which stated that the Chair's signing of the document did not affirm acceptance of the Board's Constitution.

Senator Borg: Did not believe that we should add such an attachment.

Senator Garner: Noted that the Memorandum was a result of months of work that came out of the President's Committee on Governance and the Senate Ad Hoc Committee on Shared Governance. Every word contained in the statement had been carefully measured and she had no qualms about Senator Borg signing the statement.

Senator Borg: Clarified that those committees had provided a background for the Memorandum, but the committees did not compose the statement.

Senator Blum: Proposed a Sense of the Senate Resolution.

Motion XXX-55: Motion by Senator Clark (second by Senator Brook) for a Sense of the Senate Resolution for the Chair to sign the Memorandum of Understanding on Board of Trustees and Academic Senate Procedures on Academic Senate Actions on behalf of the Senate. Motion passed by voice vote.

Senator Borg: Was asked to state that the Senate continued to operate under the Constitution of 1969 as amended through 1996. He did so.

Vice Chairperson's Remarks

Vice Chairperson Michelle Brook: No report.

Student Government Association President' Remarks:

Senator Brown: Calendar notes: SGA passing of the gavel will be March 30 at 8:00 p.m. in the University Club Room. Black Heritage Ball will be February 27 at 6:00 p.m. Ticket sales for that event will take place the first week of February. Tentatively on February 10, a Winter Carnival will be held. A booth for the Senate is available if one is desired. The SGA worked on a book swap in the fall, but found that it was not legal. Therefore, they will no longer support the swap. She thanked faculty members who used the same text as the previous semester and thanked faculty who had posted course information on the web. The Tenant Union is working with Dr. Steven Taylor from the Marketing Department to complete a wide-scale survey of local apartment tenants. The SGA wanted to give official thanks to Dr. Taylor for his help with this endeavor. The SGA will be sponsoring an Easter activity;

students and faculty are invited to color eggs on the quad in April. Yesterday, Senator Brown met with the members of the Town Council and the Town of Normal staff. It went very well.

Administrators' Remarks

- **President Strand:** Excused absence.
- **Provost Goldfarb:** Office of the Provost continues to undertake a number of Living Ethics programs. Anna Deveare Smith, a performance artist who focuses on major social issues, will present a lecture on the evening of February 11.

Senator Goldfarb stated he was supportive of Institutional Advancement hiring an outside web designer to improve our web site in order to make us more accessible.

In reference to the Fisher report, Senator Goldfarb stated that he would like to work with the Senate in doing a strengths analysis in terms of what the Senate perceives are the strengths of Illinois State. At some point, he will start a small planning group to move toward those goals.

Senator Goldfarb stated that he had taken all of the recommendations that came out of the faculty caucus on the Faculty Salary Compensation Plan as well as those from the discussion that was held in the Senate Executive Committee. He will meet with the deans once more within the next week and then bring the plan back to the Senate faculty caucus for final discussion.

- **Vice President Boschini:** Reported that scholars will be coming to campus for the Minority Scholars-in-Residence program: Ms. Suzanne Douglas, February 7-10, 1999; Ms. Pearl Cleage, February 14-21, 1999; Ms. Adrien Wing, March 28-31, 1999. He encouraged the support of all the scholars.
- **Vice President Bragg:** Reported on snow removal, which had been a very daunting task. He expressed his appreciation to all grounds workers.

Committee Reports:

Academic Affairs: No report.

Administrative Affairs: Senator Clark reported that the committee was bringing forth an information item tonight (Chairperson's Responsibilities). The committee will be putting out the deans' description document in the next few days for comment. The committee is also receiving comments for the period of commentary on the president.

Budget Committee: No report.

Faculty Affairs: Senator McCaw received the most recent draft of the ASPT document yesterday. The committee will meet to decide what the next step will be with it.

Rules Committee: Senator Reid wanted to share the work that the subcommittee on committee structure has been doing. Committee guidelines (Ideal Committee Structure) were distributed. The committee is trying to put together the notion of an ideal committee. He found it amazing how little communication took place between the Senate and constituencies and between the committees and constituencies. The committee's goal is to improve committee structure and communication. Senator Reid asked that any comments or suggestions be passed on to him. (01.15.99.01)

Student Affairs: Senator Brook reported that the committee has been discussing academic advisement, computer usage and parking. Senator Brook asked individuals to forward comments on parking to committee members. The committee will meet with the Director of Parking Services during this semester.

The committee meeting time has been changed to each Wednesday before Senate meetings.

Action Items: Library Committee member elections.

Motion XXX-56: by Senator Brook (second by Senator Brown) to elect nominated Library Committee members:

Mark Lindner, Senior, Applied Computer Science
Dylan Burch, Junior, History & Philosophy

Motion passed unanimously.

Information Items:

11.18.98.02 Accounting Information Systems Sequence and Career Specialty Sequence in Accounting (to Academic Affairs and Budget Committees 11/24/98)

Senator Clark: Referred to page 5 of the Accounting Information Systems Sequence regarding the number of hours required for College of Business courses and asked if there were provisions for students to take classes in other disciplines if they desired.

Senator Razaki: The ASCSP requires that if there are 120 hours, at least 60 of them have to be taken outside of the College of Business. Senator Razaki stated that further questions could be referred to Dr. James Moon of Accounting.

Senator Walters stated that the Accounting Information Systems Sequence and Career Specialty Sequence in Accounting would advance to action items at the next Senate meeting.

01.11.99.01 Potential Questions for Presidential Candidates from Senate Ad hoc Committee revised by Senate volunteers (Memo from Executive Committee).

Senator Borg: The Executive Committee encouraged the presidential search committee to include the questions when interviewing potential candidates. Senator Borg shared the memo with the 7-member small group search committee that did the interviewing off site during the past two days. Therefore, the questions were available for discussions with the presidential candidates. The questions will be shared with the full committee at its meeting next Tuesday.

Senator Reid: On behalf of Dr. Marj Jones, Chair of the Senate Ad Hoc Committee on Shared Governance, Senator Reid asked that the questions be sent out to chairs and deans and that the campus as a whole be made aware of the concerns of shared governance that *we* have and also suggest questions that *they* might ask.

01.12.99.01 Academic Department Chairperson Responsibilities, Appointment, Compensation, Terms and Evaluation

Senator Clark: Asked that "Reappointment" of #IV., page 3, be deleted. The committee decided not to include a specific statement on reappointment as a major decision at five years. This document references Administrator Evaluations and that document can be found on the web under the draft section of the Policies Manual.

Senator McCaw: Asked if there was an allowance for an additional stipend for the acting chairperson (III.C).

Senator Clark: The committee has not discussed this issue, but has assumed that when additional responsibilities are taken on, salary adjustments are made. The document on deans' responsibilities will be sent by e-mail and hard copies sent to department offices. Copies available upon request through the Senate office.

Senator Blum: The chairperson document should specify compensation of an acting chair.

Senator Clark: Will refer back to committee.

Senator Varner: Important to include a policy statement on what happens to the stipend when the acting chair steps down.

Senator Clark: See II.B.2. If the return to a faculty assignment is more than three years after the administrative appointment, the salary will remain the same as that paid during the administrative appointment. Prior to three years, the salary decision would be at the discretion of the dean.

Senator McCaw: II.A. Since essentially the dean and Provost hire the chair, what if the faculty thought that that an individual did not warrant tenure?

Senator Clark: If there is someone that the deans want, the normal DFSC procedures still need to be followed.

Senator McCaw: But the document states that deans and the Provost can make exceptions.

Senator Borg: Noted that the document did not really specify that the chair would be automatically awarded tenure, but that the person simply should have the credentials for having tenure.

Senator Goldfarb: The Provost can make recommendations for tenure beyond DFSCs and CFSCs. He hoped that this would happen in only rare exceptions.

Senator Blum: Stated it might be helpful to make a reference to the ASPT document so the appropriate guidelines could be researched during the search process.

Senator Razaki: Stated that this was a very serious issue. He did not think it was proper for the Provost and deans to override DFSCs and CFSCs.

Senator Noyes: Section II.B.2. Senator Noyes stated that he believed the current procedure was that an acting administrator's salary after returning to a faculty appointment could not exceed the senior faculty member's salary. He stated that he had concerns about this.

Senator Clark: Once a person has tackled a department chair job for 3 or more years, they have probably earned whatever salary they are getting.

Senator Razaki: Three years may be too short a time. He suggested 5 years.

Senator Clark: Five years may be favorable; but the committee wanted some target time period at which time the employee would not revert back to the old salary.

Senator Blum: Do all department heads undergo a 2 or 3 year review? She asked where this was indicated.

Senator Clark: It is included in the Policies and Procedures for Administrator Evaluations adopted by the Senate April 29, 1998, which will go into effect once we have approved the chairperson and the dean position descriptions. There will be a comprehensive fifth year review, but there are also annual formative reviews.

Senator Varner: II.B.2. Stated it might be good to have separate policies for chairs and for acting chairs.

Senator Clark: Will bring the document as an action item at the next meeting. He will distribute a revised document to the Senate by e-mail.

Adjournment: Motion XXX-57 to adjourn by Senator Razaki (second by Senator Brown) at 8:30 p.m. The motion carried unanimously on a standing vote.

Date: 1/20/99	Vol. XXX, No. 7	Approval of Minutes	Sense of Senate Resolution	Library Committee Elections	Adjournment
Names	Attendance	Motion 54	Motion 55	Motion 56	Motion 57
		All Aye	Passed on Voice Vote	All Aye	All Aye
Baumgartner	Absent				
Blum	X				
Borg	X				
Boschini	X				
Bragg	X				
Brook	X				
Brown	X				
Campbell	X				
Clark	X				
Craddock	X				
Day	X				
Garner	X				
Goldfarb	X				
Grasso	Absent				
Hammond	X				
Hazelton	Absent				
Hillman	X				
Jerich	Excused				
Kuchyt	X				
Kurtz	X				
MacDonald	X				
Mannion	Absent				
McCaw	X				
Molina	X				
Nelsen	Absent				
Newgren	Absent				
Noyes	X				
Otsuka	X				
Paszkeit	Absent				
Peagler	Absent				
Poulakidos	X				
Razaki	X				
Reid	X				
Schmaltz	X				
Schwartz	X				
Short	Absent				
Siegrist	Absent				
Strand	Excused				
Strickland	Absent				
Timmerman					
-Lugg	X				
Van Draska	X				
VanVooren	Excused				
Varner	X				
Walters	X				
Waple	X				
Wells	X				
White	X				
Williams	X				
Zielinski	X				