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Fall 10-22-2003

## Senate Meeting, October 22, 2003

Academic Senate  
*Illinois State University*

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**ACADEMIC SENATE AGENDA**  
**TIME: 7 P.M., Wednesday, October 22, 2003**  
**PLACE: Old Main Room, Bone Student Center**

*Call to Order*

*Roll Call*

*Approval of Minutes of October 8, 2003*

*Chairperson's Remarks*

*Student Government Association President's Remarks*

*Administrators' Remarks*

*Committee Reports*

*Information Items:*

*10.14.03.01 Dean Search Committee Waivers for 2003-04 (Senator Crothers)*

*10.02.03.01 Repetition of Course Requirements Policy Revisions (Academic Affairs Committee)*

*10.16.03.01 College of Arts and Sciences Bylaws Revisions (Rules Committee)*

*10.16.03.02 Senate Bylaws Revisions (Rules Committee)*

*Advisory Item:*

*10.10.03.03 Award Money Usage Clarifications (Faculty Affairs Committee)*

*Communications:*

*NCATE Update (Barbara Nourie, Dianne Ashby)*

*Green Team Report (Chuck Scott)*

*Adjournment*

*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.*

**ACADEMIC SENATE MINUTES**  
**Wednesday, October 22, 2003**  
*(Approved)*

**Volume XXXV, No. 4**

***Call to Order***

Chairperson Lane Crothers called the meeting to order at 7:00 p.m.

***Roll Call***

Senator Borg called the roll and declared a quorum.

***Approval of Minutes of October 8, 2003***

**Motion XXXV-22:** By Senator Koutsky, seconded by Senator Rice, to approve the Academic Senate minutes of October 8, 2003. The minutes were unanimously approved.

***Chairperson's Remarks:***

**Senator Crothers:** Welcomed a new student to the Senate, Senator Hallie Foster, graduate student. The Presidential Search Committee continues its review of a substantial pool of highly-qualified candidates.

***Student Government Association President/Student Body President's Remarks:***

**Senator Meister:** Homecoming weekend was a great success. The Student Government Association rang the bell at the Homecoming football game and participated in the parade. Senator Meister extended a special thanks to President Bowman and Senator Mamarchev for their support of the Homecoming events. He congratulated Senator Adam Ghrist on his election as Homecoming King.

***President's Remarks:***

**President Bowman:** Introduced Dr. Richard Dammers, Assistant to the President. Dr. Dammers is heavily involved in student issues. President Bowman invited any student with a concern to contact Dr. Dammers. President Bowman also expressed his appreciation to all those who worked on the many Homecoming events. Both the governor and lieutenant governor have been invited to campus. The governor will participate in a ribbon-cutting ceremony to launch the Schroeder Hall project and the lieutenant governor will lecture on environmental issues. The reaction to ISU's presence on the *Kiplinger Top 100* list has been very positive, particularly in light of the prestige of the other institutions on the list. The progress on the College of Business building is going well. Construction should be completed in fall 2004, with classes beginning in the building in January of 2005. The Capital Campaign is moving forward, nearing the \$70 million mark; we will make our \$75 million goal by December. The President dispelled rumors concerning civil service layoffs. There has been absolutely no discussion of layoffs of any kind. There has also been no discussion regarding postponement of faculty searches.

**Senator Kurtz:** A point of clarification on faculty searches—a number of them were deferred.

**President Bowman:** We are being somewhat conservative in our release of searches until the budget situation is clear, but we certainly are going to move forward. Provost Presley, how many searches are authorized for this fiscal year?

**Provost Presley:** Well over 50.

**Senator Kurtz:** How many were deferred?

**Provost Presley:** I don't have that information with me at this time.

**Senator Pereira:** Of the \$70 million, how much is in hand?

**President Bowman:** Approximately one-half is in cash and one-half is in other kinds of gifts, including planned gifts, insurance and gifts in kind. In about 13 months, we should be at \$88 million. We will be announcing another seven-figure gift within the next two weeks. As soon as this campaign is complete, our first campaign ever, we need to begin the next one.

***Provost's Remarks:***

**Provost Presley:** We have approved a transfer of the International Business Program from Marketing to the MQM Department. There is no change in faculty appointments involved since this program is supported by faculty across the college. Additionally, a vacancy exists in the deanship for the College of Fine Arts. Professor Chris Horvath, a member of the Panel of 10, will chair the search committee. Dr. Mark Walbert, Associate Vice President of Technology, is the Administrative Secretary. CFA will appoint three faculty members to serve on the committee and the Senate is to elect two students from the College of Fine Arts. Professor Anu Gokhale, also a member of the Panel of 10, will chair the committee conducting the five-year review of Dean Nancy Ridenour, Mennonite College of Nursing.

***Vice President of Student Affairs' Remarks:***

**Senator Mamarchev:** Reported on the success of the Homecoming events. There was a significant increase in student and community participation this year. Michelle Branch is in concert tonight in Braden Auditorium. Over 2,000 tickets were sold. The Division of Student Affairs recently received the Celebration of Diversity Award, a very distinguished award, from NASPA (National Association for Student Personnel Administrators).

***Vice President of Finance and Planning's Remarks:***

**Senator Bragg:** The final Schroeder bids came in significantly lower than projected, approximately \$2 million lower. We are working closely with the Capital Development Board to ascertain if we can use some of those savings for further upgrades within the building. We are in the final phase of the construction drawings for the Femley project. We expect bids to come in in November. On the Friday, following the Board of Trustees' meeting, the President will host an open house in Julian Hall celebrating the completion of the Julian/Moulton renovation. We will present capital project proposals for approval to the Board of Trustees for upgrading Wilkins Hall, Old Union and Turner Hall. We will also be submitting the FY05 budget requests to the Board.

***Committee Reports:***

***Academic Affairs Committee***

**Senator Armstrong:** The committee received the preliminary report on General Education Program five-year review. A copy of the report is available for inspection in the Senate office.

***Administrative Affairs and Budget Committee***

**Senator Hampton:** Administrative Affairs discussed the Search Committee (Administrator Evaluation) Policy. The committee will consider the inclusion of staff and chairperson representation on the search committees following this evening's discussion of the search committee composition waiver. The committee continues its discussion on the Consensual Relations Policy. It will consider policies of other institutions.

### ***Faculty Affairs Committee***

**Senator Wylie:** Faculty Affairs is gathering statistics on the issue of faculty retention and recruitment. It is also looking at whether there is a need for a textbook royalty policy.

### ***Planning and Finance Priorities Subcommittee***

**Senator Kurtz:** The Planning and Finance Committee will forward recommendations for potential changes in *Educating Illinois* to Joe Rives, Director of University Planning. The committee also discussed how it would proceed this year with the prioritizing of the action items in *Educating Illinois*.

### ***Rules Committee***

**Senator Coliz:** The Rules Committee and Administrative Affairs Committee are moving toward a consensus on a Consensual Relations Policy.

### ***Information Items:***

#### ***10.14.03.01 Dean Search Committee Waivers for 2003-04 (Senator Crothers)***

**Senator Crothers:** The Senate Executive Committee is proposing a dean search committee waiver in response to several different requests regarding whether there is some void in the representation on the search committees—some voices that might be appropriately heard and some input that might be valuable. The waiver for the dean search committees would apply to both the College of Arts and Sciences and College of Fine Arts 2003-2004 Search Committees. The recommendation of the Executive Committee, if so desired by both colleges, is that the Provost would appoint a chair or recently former chairperson (an individual who has left the chairperson position but remains on the faculty) to the search committees. A member of the civil service staff would be elected to the search committee of that college through an election held by the Civil Service Council of only the members of the civil service staff in that particular college. Similarly, an Administrative/Professional member would be elected to the committee through an election held by the A/P Council among that particular colleges' A/P staff.

**Senator Fowles:** In the last paragraph, “civil service” should be replaced by “A/P” for the College of Fine Arts.

**Senator Boser:** What is the logic of having a “recently former chair” appointed?

**Senator Crothers:** That language is there specifically at the request of the chairs who brought this forward. The idea is that this would tend to depoliticize a selection process amongst the current chairs.

**Senator Holland:** What is the composition of the committee?

**Senator Crothers:** Three faculty members are elected by the college and two faculty members from the college are appointed by the Provost. The Provost selects a member of the Panel of 10 to chair the committee and also appoints the Administrative Secretary. The Senate elects two student representatives. All members are voting members.

**Senator Holland:** Without the waiver, the composition of the committee provides a faculty majority.

**Senator Crothers:** It changes the ratio from a majority of faculty to a roughly equivalent body. My own answer to that is that, in the end, the Provost hires the dean, not the committee.

**Senator Fazel:** Can chairs be elected to the committee as faculty members?

**Senator Crothers:** The Executive Committee agreed that chairs would be eligible to run as faculty members. However, the chairpersons did not agree with this decision.

**Senator Fazel:** Could we make that an explicit part of the document—that three faculty can be elected to the committee from the college and two faculty appointed by the Provost, excluding chairs?

**Senator Crothers:** At just the last meeting, we said that chairs were faculty.

**Senator Fazel:** Then why do we need chairperson representation if chairs are considered faculty?

**Senator Crothers:** The argument is that chairs work more closely with deans on a daily basis than most faculty. Our own language in the Senate's documents is contradictory about the status of chairs, which is one of the things that the Senate needs to seriously review.

**Professor Horvath:** In the College of Arts and Sciences, we already held the nominations for faculty representatives and no chairs were nominated.

**Senator Crothers:** However, it is still possible for a chair to be elected in the College of Fine Arts since they have not initiated the nomination process.

**Senator Borg:** The waiver reads, the Provost, Civil Service Council and A/P Council "may" appoint. What if they chose not to do so?

**Senator Crothers:** Then they would have no representation.

**Senator Fowles:** Is there a timeline for the election of A/P and civil service representatives?

**Senator Crothers:** It's possible in CAS that the initial committee may have met before the civil service and A/P representatives are elected.

**Senator Hampton:** Can the College Council choose the chair?

**Senator Crothers:** The College Council can any make recommendations to the Provost it wishes.

**Senator Wang:** In the CAS faculty election, were the names of the chairpersons on the ballot?

**Professor Horvath:** No chairpersons were on the ballot. The chairpersons elected to remove their names.

**Motion XXXV-23:** By Senator Borg, seconded by Senator Crothers, to move the waiver to action. The motion was unanimously approved.

**Motion XXXV-24:** By Senator Crothers to approve the waiver.

**Motion XXXV-25:** By Senator Razaki, seconded by Senator Pryor, to add one additional faculty member to the committee to ensure a faculty majority.

**Senator Tolchin:** Would adding another faculty member decrease the relative percentage of the student representation on this committee?

**Senator Crothers:** That is correct.

The motion, by voice vote, was not approved

**Vote on Motion to Approve Waiver:** The motion was approved by a majority of the Senate by voice vote.

**10.02.03.01      *Repetition of Course Requirements Policy Revisions (Academic Affairs Committee)***

**Senator Armstrong:** The revisions that the Academic Affairs Committee made to the Repetition of Course Requirements Policy in the University Catalog were at the request of the Office of the Registrar to correct an asymmetry in the policy. If a student withdraws from a course at ISU with a WX or WP, that student would have to repeat that course at ISU to receive credit. If another student took the same course and did not withdraw, that student could take the same course at another institution and transfer that credit to ISU. This is not in keeping with the Illinois Articulation Initiative. Therefore, we revised the policy to permit students who have withdrawn from courses to have the opportunity to retake courses at other universities and to receive credit for those courses; we also revised the policy to make it consistent with our repeat grade policy that we passed during the previous year.

**Senator Borg:** Do students normally only repeat a course once?

**Senator Armstrong:** Under ordinary circumstances, students are not encouraged to repeat a class more than once.

**Senator Crothers:** There is a mechanism for a waiver.

**Senator Armstrong:** The second request for a repeat has to go through additional approval.

**Senator Borg:** The student advisors approve the waiver, but who is the “proper authority”, as referenced in the policy, that must also approve an additional repeat?

**Provost Presley:** Formerly, that was approved in Undergraduate Studies. All of the former functions in Undergraduate Studies have been parceled out to the Office of Enrollment Management and Academic Services.

**Senator Armstrong:** It would be the graduate school for graduate courses, but I am unsure specifically who it would be for undergraduate courses.

**Senator Borg:** That should be clarified in the policy.

**Senator Armstrong:** We will do so.

**Senator O’Donnell:** Would it make more sense to move “second and subsequent repeats” from the end of the policy to after the second sentence? Also, the notion of “last repeat” is confusing. I have a written recommendation for revising that language that I will submit to you.

**Senator Armstrong:** We will accept that as a friendly amendment.

The Repetition of Course Requirements Policy will move to action at the next Senate meeting.

**10.16.03.01**      *College of Arts and Sciences Bylaws Revisions (Rules Committee)*

**Senator Coliz:** The Rules Committee did not approve of one revision to the College of Arts and Sciences bylaws proposed by the College Council. The committee reinserted the following language deleted by the College Council in Article VIII, E, page 5: “No person except the dean shall be a member of more than two College Council committees, nor of more than one standing committee.”

**Senator Borg:** Why did the College Council delete this language?

**Professor Chris Horvath, CAS College Council Chairperson:** We have difficulty getting volunteers to serve on committees. We wanted to eliminate the rule to actually fill the committees.

**Senator Borg:** Will it cause any additional undue hardship if the Senate does not agree to allow you to do that?

**Professor Horvath:** No, we will just have to work harder to get volunteers.

**Senator Crothers:** In Article X, A, page 6, why is “and student and faculty members from the College at large” stricken from the sentence that begins “The committee shall consist of...”?

**Professor Horvath:** Because in the history of the college, as far as I know, we have never been able to get a non-council person to agree to serve on that committee.

**Senator Crothers:** The language in Appendix B, III, A, paragraph two, “In situations calling for nominations from departments, the departments may nominate by whatever methods are acceptable...” On this year’s dean search election, we had a mechanism imposed upon us, so I am curious about what this means.

**Professor Horvath:** This is meant to make that a standard practice, that is, the election of nominees—we would like to standardize it.

**Senator Crothers:** Perhaps I am not being clear. This year, in the College of Arts and Sciences, we were told that faculty were automatically nominees unless they struck their names from the list. This language suggests that that statement was inappropriate.

**Professor Horvath:** I believe that this language applies to the nomination of faculty to College Council committees. That should be clarified.

The College of Arts and Sciences Bylaws will move to action at the next Senate meeting.

**10.16.03.02**      *Senate Bylaws Revisions (Rules Committee)*

Senator Coliz presented a summary of the revisions to the Senate Bylaws. He reported that the committee would do a thorough review of the bylaws at a later time, but the current revisions could be dealt with separately. On page 2, Section 1.3, Procedures for Senate Advisory Items, has been added. On page 3, the committee added Section 1.6, explicitly stating that the Senate may go into Executive Session under the requirements of the Open Meetings Act. On page 4, Section 2.3, the phrase, “shall be considered creatures of the Senate” (referring to committees created by the Senate), was replaced with “shall report to and derive authority from the Senate”. On page 6, the committee eliminated the requirement that members of the external committees must be full-time students and full-time



tenure/probationary tenure faculty members. Non-tenure track and part-time faculty and part-time students would be eligible to serve. Students must still be in good academic standing. The two-term limitation for internal committee service was increased to three terms and the Executive Committee was given the ability to waive the three-year limit when it thought that it was in the best interest of the Senate to have an individual serve on a committee for more than three years. On page 10, Section 2.23, we also wanted to make it clear that committees could also meet in Executive Session under the Open Meetings Act.

**Senator Fowles:** Concerning the Advisory Items on page two—does this mean that an Advisory Item can just go to the secretary 24 hours before a Senate meeting whether or not it has been seen by the Executive Committee?

**Senator Coliz:** To the extent that the secretary follows directives from the Executive Committee.

**Senator Crothers:** There are occasional circumstances when this may occur, but the secretary of the Senate would bring it to the attention of the Senate Chairperson.

**Senator Borg:** That would be the secretary to the Senate, rather than the Secretary of the Senate.

**Senator Baum:** The Civil Service Senator and the Administrative/Professional Senator, by the current practice, are always assigned to the Planning and Finance Committee. Should there be language to recognize that fact?

**Senator Coliz:** We should probably do that with other committees as well. There may be people who are specially assigned to certain committees.

The Senate Bylaws will move to action at the next Senate meeting.

***Advisory Item:***

***10.10.03.03 Award Money Usage Clarifications (Faculty Affairs Committee)***

Senator Wylie discussed the Faculty Affairs Committee's proposal for the attachment of a document to letters to recipients of monetary awards specifying the options for usage of these awards. The attached document, which would be distributed with the letter from Academic Personnel, would cite the University Property Control Policy and the State Property Control Act. The Senate recommended no revisions to the proposal.

***Communications:***

***NCATE Update (Barbara Nourie, Dianne Ashby)***

**Dean Dianne Ashby, College of Education:** November 1 through November 5 is our joint visit by a 15 member team from the National Council for the Accreditation of Teacher Education and the Illinois State Board of Education. It is a very high stakes event for 37 programs on this campus that prepare teachers and administrators across five of our colleges. NCATE and the State Board will make a joint determination about our endeavors. The whole accreditation event is actually a two-year process. All but three of our programs have been totally approved; three are in a negotiation period with the state education agency. All of those that went to national organizations have come back with complete approval. The second step is unit approval, which is what will occur in November. Unit approval means the total institution as a teacher preparation institution is approved.

**Barbara Nourie:** The team will review documents, conduct interviews of both faculty and students, and compile a report that will be submitted to NCATE and to the State Board. On Saturday, November 2, in the Prairie Room from 5:00 p.m. to 6:30 p.m., the 37 programs will showcase the kinds of things that they do. On Monday, November 3, at 11:00 a.m. in the Old Main Room, there will be an open meeting for faculty. The same kind of event for candidates and students will take place on Tuesday, November 4, at 11:00 a.m. The team will write its report on Tuesday and, on Wednesday, we will find out how things went. We are confident that we will do well.

**Senator Rice:** How will members of NCATE speak with students directly?

**Dr. Nourie:** There are scheduled interviews with student teachers and student members of student educational organizations. They will also be visiting students who are in the schools.

**Senator Rice:** Were the students randomly selected? I wasn't aware of the interviews.

**Dr. Nourie:** We asked faculty to invite students to participate in interviews. Anyone who isn't a part of the formal interview process is invited to attend the open meeting.

### ***Green Team Report (Chuck Scott)***

**Chuck Scott, Green Team Chairperson:** The Environmental Task Force was formed in April 2000 primarily to assess the extent of the campus environmental impact and to make recommendations to the President and the Academic Senate Executive Committee for minimizing the environmental impact on campus. The Green Team, formed as a recommendation by the Environmental Task Force, serves as an advisory committee to operational units throughout the campus. It has representation from each of the vice presidency areas. We were to look at policies and procedures and explore future administrative structures for accomplishing campus sustainability goals. We have built a comprehensive web site addressing all aspects of campus sustainability efforts. Some of the team's goals have not come to fruition due to budgetary, human resources or time constraints.

The goals of the Green Team include increasing participation in recycling in university housing and academic facilities, reducing manpower needs for collection and conducting waste audits. Fortunately, our energy consumption was less last year than budgeted and we were able to reallocate some of those utility dollars to some energy conservation projects, which included lighting upgrades, steam trap replacements and insulation of many mechanical systems. An electrical demand reduction policy and a University closure procedure for utilities have been developed and implemented in the Office of Energy Management. Another goal was to improve the energy efficiency of computer labs and recommendations were made to use "sleep mode" for all computers in those facilities. We have identified the possibility of creating a single vending contract for vending machines as well as pouring rights. A comprehensive RFP (Request for Proposal) is currently under review. We have incorporated environmental language into the new RFP. We expect to send that out to vendors within the next two to three weeks. We are looking at metering utilities in all major facilities as well as the development of environmental-sensitive purchasing policies. We are also looking forward to incorporating environmental conservation language into *Educating Illinois*. The team meets at 8:00 a.m. on the second Thursday of each month in Hovey 419. Everyone is invited to attend those meetings.

**Senator Armstrong:** What is the mechanism for campus input?

**Mr. Scott:** We will certainly look at that. We are working on our web site to provide such opportunities.

**Senator Kurtz:** Some of the Environmental Task Force's recommendations that had more sweeping implications for the campus have shown little or no progress, for example, becoming a signatory to the Talloires Declaration and becoming a member of the Association of University Leaders for a Sustainable Future. Why have those not moved forward?

**Mr. Scott:** I would have to say because of human resources and time constraints. We wanted to be able to make quick successes.

**Senator Kurtz:** What have been the quick successes?

**Mr. Scott:** The quick successes that we have had are those I have just identified—the development of the web site, the recycling improvements, the quick return on our investments in our utilities.

**Senator Kurtz:** You must acknowledge that the establishment of a web site to communicate your successes is not really a step towards true environmental sustainability.

**Mr. Scott:** We looked at what were the most critical recommendations from the Environmental Task Force and those are the things that we addressed first.

**Senator Kurtz:** Even if you are talking about minimal efforts towards environmental sustainability, the communication with the campus simply hasn't been there. Most people have heard nothing about the significance of plans for the implementation of "sleep mode" for computers in the labs in terms of savings in energy costs.

**Mr. Scott:** We do need to communicate this information more broadly and we will work on that. We do have a Communications Committee.

**Senator Kurtz:** There needs to be communication about what the campus needs to do to achieve true environmental sustainability.

**Senator Foster:** There are several groups on campus that are concerned with human rights issues associated with certain national companies. Also, individuals have certain preferences for particular products associated with different brand names. Would your group consider that when contracting with one particular vendor? How does having one vendor impact environmental issues?

**Mr. Scott:** The new RFP incorporates energy efficiency and recycling language. We would want to contract with a vendor that would use high-energy-efficient equipment and select the vendor that would be best for the institution as a whole.

**Senator Koutsky:** The Fair Labor Agreement in regards to human rights is also included in the new RFP.

**Senator Armstrong:** Does the team engage in "best practices" efforts? Have you looked at what other institutions are doing?

**Mr. Scott:** Yes, the Environmental Task Force reviewed peer institutions and Facilities Management and the Office of Energy Management has continued that discussion.

*School of Art's Faculty Biennial*

**Senator O'Donnell:** I would like to invite the Senate to a strange and wonderful party. The School of Art's Faculty Biennial is opening on Tuesday night in the University Galleries. It will run for two months, but I invite everyone to attend the opening.

*Adjournment*

October 22, 2003		NV = NON-VOTING			
		Approval of Minutes	Move Search Com. Waiver to Action	Search Com. Waiver Approval	Additional of 1 Faculty to Search Com.
SENATORS	Attendance	Motion 22	Motion 23	Motion 24	Motion 25
		Unanimous	Unanimous	Approved by Majority by Voice Vote	Not Approved by Majority by Voice Vote
ADAMS	x				
ARMSTRONG	x				
ATTIVISSIMO	x				
BAUM	x				
BORG	x				
BOSER	x				
BOWMAN	x	NV	NV	NV	NV
BRAGG	x	NV	NV	NV	NV
BURK	x				
CARPER	x				
CHINDERLE	x				
COLIZ	x				
CROTHERS	x				
DARDEN	x				
DEMARIO	EXCUSED				
DESANTIS	EXCUSED				
DUTTON	x				
FAZEL	x				
FOSTER	x				
FOWLES	x				
FRYMAN	x				
GAMAGE	x				
GARRISON	x				
GENTA	EXCUSED				
GHRIST	x				
HAMPTON	x				
HARVEY	x				
HOLLAND	x				
JERICH	x				
KOUTSKY	x				
KURTZ	x				
MAMARCHEV	x	NV	NV	NV	NV
McGINNIS	ABSENT	NV	NV	NV	NV
MEISTER	x				
MILLS (Deans Council Rep.)	x	NV	NV	NV	NV
MOHAMMADI	x				
MUELLER	x				
MYERS	x				
OBERHARDT	x				
O'DONNELL	x				
OP DE BEECK	x				
PAGE	x				
PEREIRA	x				
PLANTHOLT	x				
PRESLEY	x	NV	NV	NV	NV
PRYOR	x				
RADHAKRISHNAN	x				
RAZAKI	x				
REBOLLEDO	x				
REID	x				
RICE	x				
RIEGLE	x				
RINKER	x				
ROBERSON	x				
TOLCHIN	x				
TUDOR	x				
WANG	x				
WARD (Chairpersons Council Representative)	x	NV	NV	NV	NV
WATERSTRAAT	x				
WINCHIP	x				
WOODS	x				
WYLIE	x				