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Academic Senate Minutes

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Fall 9-25-1996

### Senate Meeting, September 25, 1996

Academic Senate  
*Illinois State University*

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**ACADEMIC SENATE MINUTES**  
(Revised)

**September 25, 1996**

**Volume XXVIII, No. 3**

**Call to Order**

The meeting was called to order at 7:08 p.m. by Chair Jan Cook.

**Roll Call**

Senate Secretary Paul Borg called the roll and declared a quorum.

**Approval of Minutes**

Motion XXVIII-16 to approve minutes of September 11, 1996, by Senator Varner (seconded by Amstadt) carried unanimously on a voice vote with no abstentions.

**Chairperson's Remarks**

The agenda includes a section of reports to the Senate from External Committees. Four committees have been asked to bring reports to the Senate in person and to talk briefly. There is some question whether the Open Meetings Act will inhibit functioning of the Academic Freedom, Ethics and Grievance, or University Appeals Committees. This is an opportunity for present or past chairs to briefly describe their workload for the past year, what their activities are in general, and whether they see any issues of confidentiality involved in their work.

The Pilot Implementation Committee (PIC) presented a forum on the introductory course, Foundations of Inquiry, last week. It was a very impressive presentation. Though the committee has circulated two newsletters on the course, live presentation brought forth some facets of this class that were not as clear in writing. Several forums are scheduled over the course of this coming semester. I encourage you to attend the live discussion as well as reading the newsletters that are handed out.

In the packet is a tentative schedule of the PIC's activities through February. The time line may be changed as semester progresses. I have asked Senator Walters, a member of PIC, to keep us abreast of what is coming up in the next two weeks. If Senator Walters does not remain a member of PIC, we will find someone else to bring us the update on a regular basis.

The Board of Trustees met on campus on Monday, September 16. The Student Government Association President, the Chair of the Administrative Professional Council, Chair of Civil Service Council, and Senate Chair were each asked to share in the lunch with the Board and give a five to ten minute presentation on what our organizations are and what we are doing in the coming year. Conversation with the Board was very productive. Thanks to the President for making arrangements for governance representatives to talk directly with board members.

**Vice Chairperson's Remarks**

Vice Chairman Senator Joe Jannazzo reported that the students are working on filling all of the student positions on the External Committees.

Next week there will be representatives from the Senate going to the Association of Residence Halls area government meetings, and informing them which committees do not have enough student representation, and how the students that are interested can apply for these positions.

**Student Government Association President's Remarks**

Senator Saulter thanked the President for lunch with the Board of Trustees, and the opportunity to express the goals of the students.

Student government will have a voter registration rally on October 1, 1996.

There will be registrars from several counties here on October 1, in the Ball Room from 10:00 a.m. - 3:00 p.m. A lot of speakers are scheduled to encourage students to register to vote.

Dr. Dillingham will be attending the October 1, SGA Meeting to discuss and educate the assembly on the PIC's work as far as the Pilot Program. This semester I will recommend that the assembly pass a resolution stating our feelings about the Pilot Program.

SGA is working with the board and rest of the University to keep the student fees low. This matter has very high priority.

**Administrators' Remarks:**

**President Strand**

September 26, at 4:00 p.m. in the Ball Room, President Strand will give the State of University Address. He encouraged members of the Senate to attend, since some of the topics will come before the Senate at a later date.

Tuesday, October 1, the Board of Higher Education meeting will be receiving from its staff, an overview of the Productivity Reports from the Presidents of each of the public universities, as well as other representatives of the higher education community in Illinois. There will be brief presentations to the Board on the Productivity Reports. The Athletic Report portion of the Productivity Report has been extracted at this point and will be reviewed at the November meeting of the Board of Higher Education. Illinois State University has been asked to host the meeting of the Board of Higher Education that will occur on July 1, 1997.

**Provost Urice**

Wednesday, October 2, Dr. Kathleen Kelley, Deputy Director of the Board of Higher Education and a member of her staff have been invited to meet with the Deans to discuss the IBHE's thorough review of the graduate education within the State. Following lunch, Illinois State University will host Chief Academic Officers of the Public Universities and the Community Colleges around the State in an afternoon session in the Bone Student Center.

I express deep congratulations to those who participated in the open forum on Thursday, September 19, on the Foundations of Inquiry Course. I speak not only as a Provost, but as a faculty member and a teacher at expressing admiration for the faculty and students who shared openly and honestly their assessments, joys, sorrows, and experiences. It was a moving experience, and I concur with Senator Cook in encouraging other Senators to attend these forums. They are truly informative and inspirational.

On the subject of General Education, I have received a formal memorandum of record for Senator Cook and the Senate's records that today we have rotated four different positions within the Pilot Implementation Committee. This was done after extensive consultation with the current membership of PIC, and with other appropriate constituencies. We will be making one additional appointment when the Senate completes its appointments to the Council of University Studies. There will be one more person for that. Recognizing the concerns that have been expressed by the chairs council, legitimate concerns in many cases, I invited John Freed, Distinguished Professor and Chair of the Department of History, to become an Ex Officio member of that group during this very critical last year. Nine of the sixteen members have rotated in the two year existence of PIC, so it is hardly a static group.

I am proud to announce that Friday, September 20, I approved 45 faculty searches for this coming year. Virtually all are tenure track. This represents 100% of the request forwarded by the College Deans for searches this year. It includes six new positions. I express appreciation to the Deans who worked so well in helping access these positions.

On Parent's Week-End, Illinois State University will have the Fall Scholarship Award Ceremony on Sunday, September 29, in the Ball Room.

#### **Vice President Taylor**

The Board of Trustees on September 16, approved:

- Our Operating Budget Request and our Capital Operating Request
- Our tuition rate increase for FY98 at 3.75%. Our recommendation that student fees not be increased by more than 2%, beyond that which has already occurred with the Campus Facility Enhancement Fund in FY98.

#### **Vice President Gurowitz**

As Senator Saulter indicated the fee process, which takes much of the fall semester, has begun. As Senator Taylor indicated, we will be restricted to the size of any fee increase. There will be priorities established in the fee process, which will be looking not only at priorities in individual departments, but across the fee departments in the University.

September 27-29 is Family Week-end. I hope you will all be participating in the events. You can get a schedule of events through the Info Center. Unfortunately, the Red Dog Chili Supper is sold out, if you have not bought your ticket! The proceeds from the Chili Supper go to Quality of Student Life Endowment Fund.

#### **Committee Reports:**

*Academic Affairs:* Senator Borg, Chairperson, said the committee met at 6:00 p.m. September 25. We bring forward tonight:

- one programmatic action item
- one information item

The committee will forward to the Executive Committee one further programmatic action item. They continued discussions about important issues:

- General Education - look forward to working with both the PIC and the campus

Administrative Affairs: Senator White, Chairperson, said the committee meeting at 6:00 p.m., September 25 was canceled. The committee has a meeting scheduled at 6:00 p.m. before the October 9 Senate Meeting.

In packets is a memo from Administrative Affairs to the Executive Committee regarding administrator evaluations. Any communications to the committee are encouraged.

Budget: Senator Jones, Chairperson, said the committee heard an extensive report from Senator Taylor on the Budget sent to the Board in September. All proposals by Senator Taylor were accepted and approved by the Board. This is a very positive statement about the preparation of the proposals, and comes directly and indirectly from the Budget Meetings held by Senator Urice in the spring. This positive process will be continued.

The Budget Committee requests an opportunity to review the budget section of the Bachelor of Music Education Revision that was received in the Senate packet.

The committee plans to invite one or two people involved in the budgetary planning for General Education to meet with the committee.

Faculty Affairs: Senator Weber, Chairperson, said the committee met Wednesday, September 18, with Dr. Dillingham. He shared a considerable amount of information about the new General Education Program. The committee was concerned last year that apparently little faculty input was being sought. The PIC has developed a survey, provided by Dr. Dillingham to the committee. The members want to review this survey and see if this is meeting the kinds of concerns they have. PIC is also scheduling general faculty forums.

The committee met Wednesday, September 25, at 4:00 p.m. and the agenda included:

- continuing discussion on the General Education Program
- beginning discussion of ASPT process

Rules: Senator Nelsen, Chairperson, said the committee met at 6:00 p.m. September 25, and discussed:

- attempting to get together a list and recommendation of faculty appointments to External Committees
- the Library Council Bylaws
- they will be contacting Trustee Froelich to join the committee at one of the two meetings in November, as a get acquainted session, along with Dr. Susan Kern of the President's Office.

The committee will meet at 6:00 p.m. on October 9, before the Senate Meeting.

- Student Affairs: Senator Robertson, Chairperson scheduled a meeting at 6:00 p.m. on October 9, before the Senate Meeting. The agenda will include:
- review the change of the bylaws in the Athletic Council, among other items.

## Action Items:

- I. Nominations for student to Executive Committee:  
Senator Saulter nominated Senator Mullen

Motion XXVIII-17 by Senator Saulter (seconded by Lockwood) to close nominations of student to the Executive Committee. The motion carried unanimously on a voice vote with no abstentions.

Equivalent to election by acclamation for Senator Mullen.

- II. Election of faculty member to the University Librarian Search Committee. Dr. Liedtke, is no longer a Senator and is unable to serve on the Search Committee. The review date will be next week, so the new member will join the committee at a very decisive point.

Nominations for University Librarian Search Committee:  
Senator Amstadt nominated Senator Jagodzinski

Motion XXVIII-18 by Senator Weber (seconded by Venditti) to close nominations of University Librarian Search Committee. Provost Urice reminded the Senate that the library had requested participation by faculty outside the library, to supplement the librarians already on the committee. Weber withdrew motion to close nominations.

Senator Varner nominated Senator Garner.

Motion XXVIII-19 by Senator Weber (seconded by Venditti) to close nominations of University Librarian Search Committee. The motion carried unanimously on a voice vote with no abstentions. A paper ballot was distributed. Senator Garner was elected.

Motion XXVIII-20 by Senator Nelsen (seconded Amstadt) to add an item to the agenda to elect students to two External Committees, two to the College of Business Search Committee and two to the Athletic Council. The motion carried unanimously on a voice vote with no abstentions.

Motion XXVIII-21 by Senator Saulter (seconded by Newgren) offered two nominees for the College of Business Search Committee:

- Araceli Anaya, President of the Association of Latin American Students, and a student in the College of Business
  - David Mayer, member of Student Government, and a student in the College of Business
- The motion carried unanimously on a voice vote with no abstentions.

Motion XXVIII-22 by Senator Jannazzo (seconded by Amstadt) nominated two students, non-athletes, for Athletic Council:

- Julie Hightower
- Chris Raynor

The motion carried unanimously on a voice vote with no abstentions.

- III. Motion XXVIII-23 by Senator Borg (seconded by Lockwood) that Senate approve the MQM Proposal for a new sequence in Entrepreneurship and Small Business Management. MQM professors Dr. Warren Neilsen and Dr. Lee Graf were present to answer questions. The motion carried unanimously on a voice vote with no abstentions.
- IV. Motion XXVIII-24 by Senator Nelsen (seconded by Varner) to approve the By-Laws of Milner Library by the Senate. Library representative George Palmer was present to answer questions. The motion carried unanimously on a voice vote with no abstentions.

**Information Items:**

- I. Increase in required hours for the BME degree from 130 to 132 semester hours. Arved Larsen (Chair) and Marge Kelly (head of Music Education) were there to answer questions. The Music Department has gone through a process to revise the music education curriculum. It also has tried to make the program more efficient. there have been revisions to currently offered courses as well as some new ones created.
  - Senator Saulter questioned why raising the required hours to 132 was necessary.
  - Senator Brooks asked whether there was any plan for additional financial assistance for the fifth year.
  - Senator Nelsen asked if there was a large body of new courses for students to take. Answer - no.
  - Senator Varner asked if any students currently get through in less than five years and what percentage takes longer than five years. Answer - very few, in each case.
  - Senator Razaki asked that if the maximum number of hours for a program can be increased by the University, can the University also decrease the number? President Strand stated that the University has the authority to approve programs below the figures that were established by the Board of Regents.
  - Senator White asked if the Music Department had tried to compute how many hours the program would be in total. Answer - The department has identified all previously hidden prerequisites, and believes the 132 hour total is more accurate than the previously published totals.
  - Senator Thompson stated that a student is away from campus during student teaching for at least one semester.

**Reports to Senate:**

The annual FY96 summary reports from the Academic Freedom, Ethics and Grievance, University Appeals, and University Review Committees, usually are submitted to the Senate or its committees in writing. This year, past or present chairs were invited to present them in person.

Representatives from the committees:

Academic Freedom - John Binning, Chairman

Ethics and Grievance - Cheryl Wachenheim - Chairman

University Appeals - Michael Sublett - Chairman last year

University Review - John Cragen - Vice Chair

Each committee has a very specific roll to play. Senate Chair Cook, requested from these committees:

- a quick recap on the workload of the committee in the previous year

- briefly address as to whether there would be any complications in the functioning of the committees, now that they come under the Illinois Open Meetings Act.

Each committee representative was asked to explain briefly:

- what the committee does
- what the committee did in the past year
- how the committee would be affected by the Open Meetings Act

John Binning stated Academic Freedom Committee had received two cases in FY96. He was concerned that current committee procedures could conflict with the Open Meetings Act.

Cheryl Wachenheim said several cases came before the Ethics and Grievance Committee, which dealt with grievances against or by faculty. Two cases were informally resolved, one was a resolution between the parties, one was case informally unresolved. Most cases are informally resolved and do not go on record. The committee as a whole does not hold regular meetings, other than a spring meeting to elect a chair.

Cheryl Wachenheim said that she and the chairs of the other committees would see no problem in removing them from the External Senate Committee, and forwarding cases straight to the Provost.

Michael Sublett said the University Appeals Committee had seven cases last year, comparing to twice as many the previous year. They handle appeals of tenure denial or non-recommendation of promotion by either the College or the department. They review the cases and send a recommendation to the Provost. They try to resolve the case informally; if not they appoint a case investigating committee. Most of the work is done in March as needed. It is very inconvenient to schedule a meeting a year in advance. Meetings are closed, except for organizational meetings. Confidentiality is a major issue.

John Cragen said that someone from the Provost's Office also serves on the University Review Committee. The rest of the committee is elected by the professors in the colleges. The committee reviews college documents that are pertinent to the appointment, salary, promotion and tenure of professors. Their major task is to make sure changes in department and college procedures are consistent with the university policy. It is impossible to state in advance what time the University Review Committee would be meeting. After reviewing college documents, as the need arises to meet, there are irregular meetings.

- Senator White asked about the committees conforming to the Open Meeting Act law when the committees deal with extraordinarily contentious subjects. They chairs are very aware of these problems.
- Senator Razaki asked Professors Benning and Sublett if reports from the University Appeals Committees were taken seriously. They both said yes.

### **Communications:**

Senator Razaki said the Illinois State University Foundation Board met since the last Senate meeting, but no significant actions were taken.



Senator Walters reported that the PIC Committee has prepared a survey for faculty members, which should be available by September 27. Some form of the comments on the survey will be available to all faculty members to look at. This survey is separate from any referendum on the new General Education Program. Anyone interested in resource and financial issues, concerning the University Studies Program and the General Education Program, are invited to attend on October 16, at 4:00 p.m., a forum by the PIC Committee.

The third PIC Committee Newsletter should be ready by September 27. That will contain some additional information on their activities. The Senate Office will receive copies of the newsletter to include in the Student Senate packets.

**Adjournment**

Motion XXVIII-25 to adjourn at 8:56 p.m. by Senator Razaki (seconded by Amstadt). The motion carried unanimously on a voice vote with no abstentions.

Oct. 9

	A	B	C	D	E	F	G	H	I	J
1	Name	attend	XXVII-16	XXVII-17	XXVII-19	Vote	XXVII-20	XXVII-21	XXVII-22	XXVII-22
2	Amstadt		all yes	all yes	all yes	J	all yes	all yes	all yes	all yes
3	Borg		no abstain	no abstain	no abstain	G	no abstain	no abstain	no abstain	no abstain
4	Brand					J				
5	Brooks					J				
6	Cook					G				
7	Corl	absent								
8	Cross					G				
9	Deutsch	excused								
10	Diggs	leave 7:40				J				
11	Fisher					*				
12	Garner					G				
13	Gilbert	leave 8:15				G				
14	Gurowitz					abstain				
15	Jagodzinski					J				
16	Jannazzo					G				
17	Jones					G				
18	Koehl	excused								
19	Kurtz					J				
20	Layman					G				
21	Lockwood					*				
22	MacDonald					*				
23	Malinsky	absent								
24	McCaw					G				
25	Mullen					J				
26	Nelsen					G				
27	Neuleib					G				
28	Newby	absent								
29	Newgren					G				
30	Pereira	excused								
31	Razaki					J				
32	Reeder					J				
33	Robertson					G				
34	Ruyle	absent								
35	Saulter					G				
36	Schmaltz	excused								
37	Sterling	absent								
38	Strand,D					abstain				
39	Strand,K	leave 8:20				*				
40	Taylor					G				
41	Thomas					J				
42	Thompson					G				
43	Tipnis	excused								
44	Urice					abstain				
45	Vargas					J				
46	Varner					G				
47	Venditti					J				
48	Walters					*				
49	Weber					G				
50	White					J				

	K	L	M	N	O
1	XXVII-23	XXVII-24	XXVII-25		
2	all yes	all yes	all yes		
3	no abstain	no abstain	no abstain		
4					
5					
6				J=Jagodzinski	
7				G=Garner	
8				*=invalid ballot	
9					
10			not vote	J = 13	
11				G = 18	
12				abstain = 3	
13			not vote	invalid = 5	
14					
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25					
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31					
32					
33					
34					
35					
36					
37					
38					
39			not vote		
40					
41					
42					
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50					