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Academic Senate Minutes

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Fall 9-14-2011

### Senate Meeting, September 14, 2011

Academic Senate  
*Illinois State University*

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**Academic Senate Minutes**  
**Wednesday, September 14, 2011**  
**(Approved)**

***Call to Order***

Senate Chairperson Dan Holland called the meeting to order.

***Roll Call***

Senate Sec. Susan Kalter called the roll and declared a quorum.

***Approval of Minutes of August 31, 2011***

**Motion XXXXIII-4:** By Sen. Fazel, seconded by Sen. Farrell, to approve the Senate Minutes of August 31, 2011. The minutes, with one minor revision, were unanimously approved

***Presentation: Dean of Milner Library Sohair Wastawy***

Dean Wastawy was introduced by Provost Everts.

**Dean Wastawy:** The library is the heart of the academy. The library space has a lot of competing priorities. The competition of that space is the books and journals, seating for students, quiet space, technology, research material as well as cultural activities and speaking engagements. There is a huge change in learning patterns, in technology and in the use of all these materials. We are trying to accommodate that. Book circulation is dropping. This is not just at Milner Library; it's libraries across the nation. Database searching has gone through the roof to about a 500% increase in the last three years. We also experienced a type of decrease in use of some of the materials. Borrowing has gone down. Interlibrary loans have gone down as well. Use of library material in general is down and stacks capacity has decreased because it was not really built for that.

What we're experiencing now is fuller stacks, so we have gone into zero-growth stacks. Whenever we add material, we have to take some out because we really don't have enough space to take additional material. We view the collection of materials not used and sometimes we move it from one place to another. In FY09, we moved about 35,000 volumes out of the collection to make space. The project in question is the relocation of some of the material from the general stacks to a secure storage space. We have relocated 37,000 volumes. The relocation decision was made based on circulation records, in-house data use, acquisition data analysis and subject librarians' input. Plans for updating the space were discussed with a number of entities, the Provost and administration, as well as with the library faculty and the entire staff at Milner.

We analyzed the in-house browsing, so when individuals leave the books on the table, we take them. We reviewed what we have put down in storage and found no anomalies for the subject areas. It really went along with what had been borrowed outside the library and is very consistent with what's being used. The materials that we have relocated, they are not all monographs. There were 5500 redundant journals. We have 4700 book series, and those have never been borrowed. We have 1500 obsolete reference works. That leaves 27,476 books. Those are the materials we have relocated to storage.

The Milner storage is on premise. It takes about 5 to 10 minute to retrieve that versus 24 to 36 hours. Material used in storage we often take back to the stacks. We have three individuals who are surveying our storage all the time. In the process of moving these materials, we have consulted all the resources that

we have in-house. We later met with CAS chairs collectively and individually. We have sent the deans a list of all the materials that had been moved in relation to their own discipline so that they can send it to the faculty.

We will continue to seek our stakeholders' feedback, that being our subject librarians, department liaison, Library Committee of the Senate and user comments, the Student Advisory Council, which we are currently in the process of forming, as well as we will do circulation analysis.

**Sen. Ellerton:** You mentioned access to a secure storage area and that that retrieval was a very quick process. I would appreciate your comments on the off-site storage.

**Dean Wastawy:** We don't have an off-site storage. The other one is for the archives and it doesn't have current library materials.

**Sen. Ellerton:** There were several items that I have use for in the north storage and I had great difficulty accessing them.

**Dean Wastawy:** We have relocated material from the third floor to the first floor. The north storage has outdated journal collections. It does not contain any of the materials that we are speaking about.

**Sen. Liechty:** At various times, there have been problems with water on the first floor. Do you feel confident that the water problems have been solved?

**Dean Wastawy:** The leaks are still happening, but we have a water retention system. We also have fixed some of the concrete this summer. In addition to that, we have had an environmental study and it came out clean.

**Sen. Bonnell:** I hope to clarify what Sen. Ellerton had asked. Nothing from floor three was moved to north storage. We still have many resources in north storage. A lot of things in north storage are resources that were in Williams Hall.

**Sen. Ellerton:** My concern was that some of the north storage materials were very difficult to access.

**Sen. Cedeño:** Why is it that people cannot get the materials directly from north storage or the first floor?

**Dean Wastawy:** It's just a building issue. It's safer if we don't have individuals walking in that area because we have buckets of water from rain retention. So we don't want people bumping into those. It becomes a liability for the institution.

**Sen. Cedeño:** If I request something from north storage, why would I have to wait two or three days to get it?

**Dean Wastawy:** We have made an agreement with mail services. If you request something from the current collection or storage anywhere, we are going to run an experiment this semester of having to send materials through the postal service on campus.

**Sen. Horst:** How active was the Library Committee in this decision? Have you considered having a separate building like the fine arts building for a separate music library?

**Dean Wastawy:** I did not know that the fine arts building would be available. We have met with the Library Faculty Council twice last semester. We have shared our plans for the space and what we would like to do.

**Sen. Owens:** In one of your slides, you discuss the Student Advisory Council and that you are in the process of setting it up. Can you share a little about the responsibilities of that council?

**Dean Wastawy:** We have been trying through different types of mechanisms using surveys and feedback, and we are getting a lot of good suggestions from students. We decided to have a student advisory council. We want to get students from as many disciplines as we can. We want to get feedback about what we are doing.

**Sen. Stewart:** For research, you look things up and maybe that book is not available and you find things in that general area that are more intriguing. It's that random searching of what is on the stacks that usually leads to more interesting information in research.

**Dean Wastawy:** You will be able to do some browsing in terms of titles through the electronic media by having the subject heading in the search. I understand the browsibility, and again the library was built for 1 million volumes. Now it's 1.6 million. There is no best way of doing it.

**Sen. Kalter:** I have some concerns about the statistics being used to justify the removal of books on the third floor. A statistic that is out there is that 8% of the books are being circulated. My understanding is that is a general figure for the entire library. In subjects like history, the figure is closer to 50%. I have a question about that statistic. It seems like a better idea is to go through all of the stacks and remove a total of 40,000 from the open stacks. Can we have a more equalization of the pain so that books are taken from every floor? I'm worried about recent scholars. If that recent scholarship is not on the shelves and immediately available, that could impact the careers of undergraduate and graduate students.

**Dean Wastawy:** Thank you for your comments.

**Sen. Kalter:** Could you answer the question about some spreading of the pain?

**Dean Wastawy:** I would have to take that to the library and discuss that with the Provost as well. It's not that simple. There are five classifications, not one subject on floor three. We would need to again examine the criteria that we have used. We need to audit the use. We need to look into the best alternative of what the faculty need for extra material to bring back.

**Sen. Kalter:** So you are agreeing to participate in that process?

**Dean Wastawy:** I'm not agreeing to anything. I'm just explaining what we have used. I'm just saying that we are going to discuss this once again. I need to discuss it with library leadership and the Provost to see what is the best alternative to implement a solution.

**Sen. Ellerton:** Has the reference material on the second floor been removed to storage?

**Dean Wastawy:** The reference material on the second floor has not been removed.

**Sen. Gizzi:** Can you get a copy of that power point to the Academic Senate?

**Dean Wastawy:** Yes, I would be happy to.

**Sen. Holland:** We can place that on the Senate website.

### ***Chairperson's Remarks***

**Sen. Holland:** The tradition has always been that you get this packet of paper documents. If there are no strong objections, in the future we are going to distribute it as a single PDF file. Do I hear any strong objections to the process? All right. The second thing for you is that I have recently received is a request from Campus Dining Services in conjunction with the Student Government Organization for the process of forming a council that will provide input into our retail operations program and nonresidential meal plans. They are seeking representation from the Senate. Do we have a volunteer? If you feel the desire to be involved in such an activity, let me know.

### ***Student Body President's Remarks***

**Sen. Owens:** Last week, Student Government agreed upon a new process to review and recommend student fee rates with the support of the Vice President of Student Affairs. The students also endorsed the establishment of the CDS Retail Operations Committee in collaboration with the Division of Student Affairs. The purpose of the committee will be to advise management staff on the operation of retail dining, as well as to provide recommendations for new food venue interests when the opportunity arises. Also, SGA strongly believes that it is important that the committee serves as the off-campus meal plan advisory council. SGA is cosponsoring the Pig-Out-with-the-Pres Program.

### ***Administrators' Remarks***

#### **• *President Al Bowman***

**President Bowman:** We have our final census in. We are at a 19 year high enrollment at just over 21,000. I have had a lot of questions about whether Illinois State intends to grow further. Our target enrollment will continue to be between 20,000 and 21,000. That is the appropriate number of students for the size of the faculty and other resources.

The state's budget picture continues to improve. Through July and August, the state's personal income taxes are up \$825 million. Sales taxes have increased \$128 million. The state expects to take in over \$3 billion additional dollars this year. The *US News and World Report* rankings, though we don't put a lot of stock in that survey, it is gratifying that we were among the top 100 public universities. We were ranked 85th.

Our annual State of the University Address is scheduled for Tuesday, September 27, at the Center for Performing Arts at 2 p.m. There will be an open question and answer.

**Sen. Holland:** This is a great opportunity because on the Senate, we are supposed to give administrators a day's notice before we ask a question from their comments.

**President Bowman:** That's kind of a crazy practice. I guess it was instituted during the Wallace years. I don't need nor want notice before you ask a question. One other comment: the library issue is near and dear to my heart. The library is the next project after fine arts that we will address.

- ***Provost Sheri Everts***

**Provost Everts:** As President Bowman mentioned, we were at 21,080 on the census day for enrollment. We have immediately moved on to recruiting for the class of 2012. I shared last time the all-time high of tenure/tenure-track faculty. The NTT numbers for fall 2011 are 181 full-time non-tenure-track faculty, 257 part-time non-tenure-track faculty and 75 staff who have non-tenure-track appointments as secondary appointments for a total of 513. We anticipate a first meeting of the search committee for the Dean of the College of Education in early October.

**Sen. Bushell:** Can you remind us of the numbers of tenure/tenure-track faculty?

**Provost Everts:** We are at an all-time high of 728. I had a couple of questions last time we met. I sent those answers to Sen. Holland, but I thought others might be interested in those answers. Someone asked how many veterans we have on campus. That number is 499. There was a question about how many grad students were maxing out on subsidized loans. That number is at 468 or 12%. There was also a question about the number of Native American students. Of the 50 registered Native American students for fall 2011, 12 are new. This compares to 11 in 2010 and 22 in 2009. The apparent decline is due to something the federal government did to the categories. They now have two or more races as a category. We had 119 students select the American Indian/Alaskan Native option.

- ***Vice President of Student Affairs Larry Dietz***

**VP Dietz:** The tradition that I have inherited is a State of the Division speech and meeting after the president gave his State of the University Address. That meeting was scheduled for today. I decided it would be unwise to have a State of the Division Address prior to the president's address. We had a kickoff meeting this morning that was designed for the staff in the division for all of their good efforts in working with all of you and faculty. Some of the issues that we identified to work on next year...we plan to have a more fully developed assessment plan. We also have a position which is the Development Director for Student Affairs and we're advertising for that. We hope to have a person hired by Thanksgiving. We are pursuing lots of different advisory committees throughout the division and in some places that didn't have students involved. Some of the other areas that we talked about this morning related to a diversity task force. We are going to start to market Cardinal Court very soon.

**Sen. McMahon:** Recently, in the Vidette, there was an article that stated that ISU was tearing down two of their buildings. That will cause a housing shortage. What is your division doing to combat that fear of lack of housing?

**VP Dietz:** It is a tad misleading that we are going to be tearing those down. There is not a schedule on the tearing down of those. They may be utilized in a non-residential way. What's really forcing the nonuse of those in 2012, they would have to be sprinkled in order to meet fire safety regulations. Even though we are bringing on 900 beds with the Cardinal Court property, if we decommission those two buildings, we will have a net of 600 beds that we will be short. We are going to accommodate all freshmen that come in next year. We also have a requirement for sophomores to live on campus as well, so we may very well have a freshman-sophomore dominated program.

- ***Vice President of Finance and Planning Dan Layzell***

**VP Layzell:** For fiscal year 11, we are still waiting on \$35.1 million, which with the increase of state revenues, we are very confident that that we will be paid by the end of the calendar year. We have for fiscal year 12 received \$6.4 million to date.

***Committee Reports:***

***Academic Affairs Committee:***

**Senator Stewart:** We do have one member who will serve on the Academic Planning Committee, Sen. O'Rourke, but we have not been able to come up with the second member. The VP of Enrollment has agreed to do a report on all underrepresented students at ISU. The textbook issue is ongoing. There is a committee in the library that has been meeting over the last year. There are some things that professors can do. If you get your textbooks orders in early, then students will know what textbooks are being used again and they will be able to sell their textbooks back. Students brought up the issue of Social Justice as a requirement for graduation. In our discussion, it would be very difficult to add another requirement for graduation and the courses that were listed are courses that are Gen Ed required courses. So we have decided to permanently table that motion. We are waiting on a report on Gen Ed that will be coming soon from the Provost's office. Sally Parry asked if syllabuses could indicate that they were Gen Ed. It seems like that is the role of chairs and directors. We didn't feel that it is our purview to create a university-wide policy on that issue. We have decided to table that one too.

**Sen. Palmer:** I heard some complaints and I've been in classes like this where the teacher doesn't list the textbook. When you get there, you have to order the specific book to get them. That hurts students who are planning how much they will need for the semester.

**Sen. Stewart:** Sen. Crowley has been on this committee and that is something that she can bring back to her committee.

***Administrative Affairs and Budget Committee:***

**Senator Cedeño:** Coming first will be the capital budget meeting and operating budget meeting plans. We will have those documents as information items for the Senate.

***Faculty Affairs Committee:***

**Senator Kalter:** This is what we're going to be doing this year. We are looking at the best practices for the search committees' document and other things related to the articulation between the HR hiring recommendations. We are looking at a group of issues revolving around academic freedom. One of them has to do with recommendations for changes to our tenure policy that Chuck McGuire made as he was retiring. We are also looking at the *Garcetti vs Ceballos* decision. It is a group of issues around whether or not academic freedom extends to protecting people when they criticize the administration, criticize the actions made by the university. We have policies that are coming up from various committees. One of them is an export control policy and then the Intellectual Property Policy.

**Sen. Fazel:** In our department, we are discussing the search process and the membership on the search committee. Is it the same thing you are doing? The ASPT document asks every department to develop their criteria for the process of searching for faculty.

**Sen. Kalter:** It's a little different, but it may extend to that in the sense that we are looking at the best practices document as it relates to searches. That's part of the articulation between ASPT and HR. So it's not going to necessarily extend to specific departments, but we want to make sure that everything is fitting together and has been vetted through shared governance bodies.

**Sen. Fazel:** We are working on this and we have to approve it before the end of the semester. Is what you are doing in your committee, is it after-the-fact or is it something that could help us develop better policies?

**Sen. Kalter:** We hope it won't be after-the-fact. It depends a little on when the export control policy comes to us, but best practices is the first thing on our agenda.

***Planning and Finance Committee:***

**Senator Rich:** We scheduled work toward our March document and began planning for information sessions and discussion guests.

***Rules Committee:***

**Senator Fazel:** We discussed what it is on our agenda and made some plans about how we are going to address them. Next time, we are going to be discussing the Alcohol Policy.

***Communications:***

***Executive Session:***

***Honorary Degree Appointment Recommendation (President Bowman)***

**Motion XXXXIII-5:** By Sen. Farrell, seconded by Sen. Stewart, to move into executive session. The motion was unanimously approved

The Senate returned to open session.

***Communications Continued:***

**Sen. Hoelscher:** November 11 will be our next E-Day. We have \$10,000 in prizes for our students. The whole focus is going to be on business plans competition.

**Sen. Bonnell:** I didn't know if it was appropriate during Dean Wastawy's presentation, but I wanted to thank the Senate for supporting the librarians. It continues to be a difficult issue in the library.

**Sen. Rich:** The Boys and Girls Club has had a very large number of student volunteers from ISU. The coordination behind this has been Evelyn Young, who has been director there for over 20 years. She will be serving in that same position in Memphis, Tennessee. I will have details of the farewell reception.

**Sen. Crowley:** There is a fundraiser for the Boys and Girls Club on September 24.

**Sen. Cedeño:** October is the Latino Heritage Month. People will be receiving invitations to special events.

**Sen. Darnall:** I would like to invite you to the Civil Service Council's Picnic on the Plaza on Wednesday, September 21.

**Sen. Holland:** The Unlimited Dance Team is sponsoring the Dancing with the Faculty and Staff Star. It is slated to take place in February. There will be a meeting on September 26 from 8 p.m. to 8:30 p.m. in the activity room of the Bowling and Billiards Center.

***Adjournment***

**Motion XXXXIII-6:** By Sen. Farrell, seconded by Sen. Hoelscher, to adjourn. The motion was unanimously approved.