FACULTY SENATE EXECUTIVE COMMITTEE

International Room
Morris University Center

Approved Minutes

January 10, 2013

The regular meeting of the Faculty Senate Executive Committee was called to order at 2:35 p.m. on January 10, 2013 in the Morris University Center International Room by Rhonda Comrie, President.

Present: Comrie, Duckham, Gillespie, Moffett, Pannirselvam, Schoenecker, Wiediger, Yager

Guest Speaker: Jennifer Vandever, Asc. Vice Chancellor for Information Technology Services informed the executive committee that soon a new listserv for announcements will be implemented. It will be in a daily digest format with a moderator who will compile announcements and send them as one. Plans are to test in summer and put in place for the fall semester. Jennifer is looking for ideas and would like ideas forwarded to her.

Comments and questions were sent to Jennifer Vandever from the Faculty Senate. Responses follow:

- SharePoint is ok now and you can log in to SharePoint from anywhere now.
- Maybe some departments will go back to Black Board.
- Luminus is transitioning to a new system, Cascade Server from Hannon Hill in late February and early March.
- Marketing and Communications is redesigning the main Web Site. An email will go out next week about the Web.
- Contracts on computers have moved to Dell. If a Tangent computer is not functioning well let IT know.
- Response times for classroom support: IT will put in place another support number instead of the ext. 5500 help desk, for help within the next month.
- Support: If your ticket gets no response please contact Jennifer with a call or email. 98% of tickets are closed within a week and 95% of tickets are getting a one day call back. Other issues are a communication type issue. IT received 1.4 calls per night for someone to go to classrooms last semester. More than 100 classrooms that are Smart classrooms and need more staff to be able to go to classrooms for issues.
- There are three people on help desk at night and 2 to go to classrooms to troubleshoot. The turnover is high at the help desk. IT is trying to get funding for more help desk help.
- It is evident that there is a communication break, a continual problem.
- There was a discussion about manuals for classrooms with instructions for computers. There will be phones in classrooms so that the instructor can call if they need technical help or call any number.

- A concern was expressed about the way students and others perceive the classroom and IT if things continue as is. Possibly send and announcement to faculty about setting the computer back to its original settings for respect of the next faculty when leaving the classroom.

Danielle Unzicker and Doug McIlhagga from University Marketing and Communications presented revisions of the new Social Media policy and collected feedback for consideration in possible revisions. There were questions about the account manager and if there are people that do not want to be part of social media. If there is no one to manage the social media account, Marketing and Communications will do it. There was a discussion about the definition of social media. There was a question and answer session. Rhonda Comrie reported that the Provost charged the Faculty Senate Executive Committee to work on a faculty driven Social Media policy.
Danielle pointed out changes that were made after the original policy was proposed.
Danielle also confirmed that if the students want to designate someone it would have to be a full time employee as primary account manager. She also, noted that Blackboard is more secure and is used through the University system.
Consideration of Minutes: A typo was noted. The December 13, 2013 minutes were approved as written.
UPBC: No report.
Faculty Development Council: Bryan Duckham submitted a written report which is filed with the minutes. Bryan Duckham outlined the progress for the Continuous Improvement Conference to be held on February 13, 2013.
Curriculum Council: Sue Wiediger reported that all units that have undergraduate programs were asked for a Dean representative to be included as a contact for communications from the subcommittees in reviewing the forms.
Rules and Procedures Council: Erik Kirk submitted a proposed Procedure for changing the name of a department for posting on SharePoint, but was unable to attend the meeting. Rhonda will put it on the next Faculty Senate Executive Committee agenda for review.
Welfare Council: Ken Moffett reported that he was meeting with Tom Jordan tomorrow to talk about various policies. He met with Ari Belasen about Salary Equity Committee and with Steve Kerber about video surveillance. Ken notified the Deans that the Faculty Grievance Committee elections need to take place this semester by April 15. The Council meets next week.
Graduate Council: No report.
Past President: No report.
President Elect: No report.
President: Rhonda Comrie met with the Provost about a number of topics:
- assistance for Governance Office, a student worker
- discussions about clinical faculty – the Provost is at a standstill on the definition of faculty
- the summer program ad hoc committee is filled and the provost will meet with them soon
- Ken has sent Ombuds report again
- new degree of Bachelor of Integrated Studies under discussion
- Liberal studies degree and Integrated Health studies

A discussion about the proposed change to 120 credit hours to graduate is in Curriculum Council, now.

All Faculty Meeting: There was a discussion about topics and a survey.

Social Media Policy: Rhonda read a Charge from the Provost for a new policy of such types of media used in the educational setting.   It was suggested a task force be created to compose a policy with the leader from the Faculty Senate Executive Committee. There was a discussion about the composition of the task force having possibly 9 to 11 members. Susan Yager volunteered to work on task force. It was decided to ask Faculty Senate for interest.

Faculty Senate President Term: There was discussion of the possible scenarios for the Faculty Senate President's term. Rhonda would be willing to chair the committee. It was decided to move this idea to Rules and Procedures for recommendations.

The topic of Video Surveillance will be on the next agenda.

Job Description for the Director of Assessment at SIUE: The position is appointed jointly by both the Provost and the Faculty Senate. The search advisory committee will proceed with search after the job description is approved by the Faculty Senate Executive Committee. The Faculty Senate Executive Committee **approved** the job description.

Faculty definition: There was a discussion about the definition and apportionment that would be used to be used to determine representation of departments.
Adjournment: Tim Schoenecker made a motion to adjourn. The meeting was adjourned at 4:34 p.m.

Approved as submitted January 24, 2013 by the Faculty Senate
Vicki Kruse
University Governance

FDC Report for Faculty Senate Executive Committee
1/7/13
The deadline for EUE proposals has been moved back to February 18th from January 28th.

Additional information on the Continuous Improvement Conference:

1. will start the conference February 13th with a presentation.

2. The morning sessions will follow and will consist of a number of tables, with facilitators at each table, reviewing SIUE student outcome data, the UCLA-HERI Faculty Survey, and the National Survey of Student Engagement.

3. Chancellor Furst-Bowe will conduct a keynote speech at lunch.

4. The afternoon session will be a Town Hall Meeting that is still being conceptualized. Most likely the meeting will be run by those with experience in the themes of the conference.

5. The FDC will help facilitate the tables during the morning sessions and may lend expertise to the Town Hall Meeting.

The FDC will meet next February 14th.