Faculty Senate Executive Committee
April 23, 2015
Approved Minutes

The regular meeting of the Faculty Senate Executive Committee was called to order at 2:39 p.m. on April 23, 2015 in the International Room, Morris University Center by Tom Foster, president.

Announcements: The first meeting of fall semester will be on August 27, 2015.

Present: Foster, Hester, Ibroscheva, Kirk, Ozcan, Sabby, Yager

Excused: Taylor, Goebel-Parker

Consideration of Minutes: The April 9, 2015 minutes were approved as submitted.

UPBC: Susan Yager reported that President Dunn met with the UPBC before his Budget Update to the campus Tuesday. President Dunn and the Board of Trustees are going to be looking at a wide variety of things including allocation resources between the campuses.

Faculty Development Council: Elza Ibroscheva reported that without quorum there was no business conducted. No volunteers for 2015-2016 Chair, yet. The EUEs were released and deadline is May 8. Hope to review by mid-May. The TEAC application process is still being reviewed. The Dental School is waiting to see if they can be included and to join the committee to increase interest for awards. The Faculty Development Center Advisory Committee may be considering space near the Sullivan Collection in the Library. The online center may be ready soon.

Curriculum Council: Jeffrey Sabby reported that the UCC approved 33/34 courses, 5/5 program reviews were approved, CoA approved 3 / 4. The General Education Committee approved a Chair and two members for next year. Jeffrey will give a status report to the Faculty Senate at the May 7 meeting. The E Text committee has a survey out at this time which closes on May 11. He meets with Denise Cobb next Thursday. The Committee has been very active.

Rules & Procedures Council: Tom Foster will send an announcement out to the faculty about voting on the clinical faculty language.

Tom Foster requested that Jeffrey Sabby look to Curriculum Council for a volunteer for Chair next year. There was a discussion.

Welfare Council: Tim Ozcan gave a report. The Ombuds Report is ready to go to the Senate. There was a discussion.

Graduate Council: Andrea Hester reported that business in the ERP concerned 400/500 level cross-listed, cross-taught and shared space/resource and eventually will be sent to Graduate Council and Faculty Senate for approval. There was a discussion about the Levels Document which a link to it is posted on the Faculty Senate web site. The Graduate Council meets after the last Faculty Senate meeting.
Tim Ozcan added that the Welfare Council is willing to serve in the summer if needed because of budget issue.

Past President: Susan Yager reported that the Enrollment Management Council meets tomorrow.

President Elect: No report.

Jeffrey reported that the Curriculum Council agreed to add the Honors Director as an ex officio non-voting member. After looking at the operating papers it was determined that under #3 membership a revision to add the Honors Director needs to be made. The seat can then be added to the roster and Curriculum Council website membership page. Jeffrey will bring proposed revision of the Curriculum Council Operating Papers to the May Senate meeting for a first read and a vote in September.

President: Tom Foster brought up the Reorganization of the first Professional Schools White Paper which is posted on the FSEC SharePoint. There was a discussion. Comments were made and will need to be sent to President Dunn by May 1. Tom will compile for the Executive Committee.

Tom Foster requested that Council Chairs be within phone reach in June or July in case they need to meet.

Tim Ozcan reported on the SET Continuous Improvement Council and will be on the May 7 Faculty Senate agenda to report on the results.

This item was withdrawn from the May 7 Faculty Senate agenda by Tim Ozcan before it was posted.

Tom reminded everyone they will need to attend the first FSEC meeting in August.

Adjournment: The meeting was adjourned at 3:28 p.m. (Yager/Sabby).

Approved as submitted August 27, 2015
Vicki Kruse/University Governance

Faculty Development Council Report April 2015 *
* We didn’t have quorum at the meeting, so instead we held an informal discussion on end of semester business that must be completed before the Senate reconvenes in the Fall

EUE report: Wayne Nelson announced that the EUE competition has been made official and that the website for online application is up and running, although the amount available this year has not been released yet. The current deadline is May 8th. Nelson also discussed the review process which given the unusual timeline, will have to take place electronically, unless a meeting is absolutely necessary if and when scores on proposals are too close to determine whether to fund or not.

TEAC report: Bryan Smith, the Chair of the TEAC, once again came to share some
suggestions about revising the application process for the awards as well as other pressing matters. One such matter is the request made by the Dental School to be represented on the TEAC. Since we didn't have a quorum to vote on this matter, Elza promised to reach out to all FDC members by email and have them cast their vote concerning this new addition. Additionally, the TEAC committee also has suggested making some changes to the application process moving forward, including reducing the statements required down to 3 pages, as well as submitting scholarship samples electronically as hyperlinks rather than as hard copies. The FDC members present agreed to return to this discussion at the beginning of Fall. Finally, TEAC has a new chair—Kim Archer from Music has agreed to serve in this capacity. **Chair elections:** The election of a new FDC council chair was also tabled given that there were only two members of the council present, once being the current chair, whose term expires this Spring. Elections and nominations will also be done electronically in the next few days, prior to the final Faculty Senate meeting for the Spring 2015 term.

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**Memo**

To: Faculty Executive Committee  
From: Jeffrey Sabby, Chair – Faculty Senate Curriculum Council  
Date: April 16, 2015  
Re: Faculty Senate Curriculum Council Report for April 16th Meeting.

1. **Announcements**  
None

2. **Program Reviews (Letters Pending)**
   a. Historical Studies @ 2:30 PM  
   b. Geography @ 3:00 PM  
   c. Nursing @ 3:30 PM  
   d. Political Science @ 4:00 PM

3. **Reports**
   a. **Standing Committees and Operations**
      i. **Undergraduate Programs Committee Report**
         a. Co-Chairs: Bryan Jack, Gerry O’Brien  
         b. Members: Susanne James, Sorin Nastasia  
         c. **See Attachments A through E**
            **Reviewed and Approved Four Programs:** BUS 15-3 (BS CMIS), ENG 15-02 (Mechatronics and Robotics), SOE 14-1058 (Speech Language Pathology Program), SOE 14-1108 (BS Nutrition), and Open Hearing and Approval for Mechatronics.
      ii. **Undergraduate Courses Committee Report**
         a. Chair: Hoo Sang Ko
b. Members: Jason Williams, Liza Cummings

c. See Attachment F

Reviewed 34 requests, approved 33, disapproved 0, and 1 are still pending.

Please Note that CAS 14-158 (Art 202a Studio-Sculpture) is approved

iii. General Education Committee Report

a. Anne Flaherty

b. See Attachment G

a. One student appeal, Reviewed 6 Form 90 requests, 5 approved, 1 denied.

b. FL 111f discussed.

c. New GEC CAS Members (3-year): Jessica Harris, David Jennings

d. New GEC Chair (1-year): Matthew Schunke.

iv. Academic Standards and Policies Committee Report

a. Chair: Carl Springer

b. Member: Ram Madupalli

c. Nothing to Report

v. Committee on Assessment Report

a. Members: Lenora Anop, Aminata Cairo

b. See Attachment H


vi. Graduation Appeals Committee

a. Members: Ann Kates (chair), Rick Essner, Greg Sierra, and Kim White

b. Nothing to Report

b. Additional Reports

a. Instructional Services (Yvonne Mitkos)

a. No Summer Bridge (No Funding)

b. Effective July 1, 2015: Instructional Services will be called “Learning Support Services” and the Tutoring Center will be called “Tutoring Resource Center”

4. Organizational Restructure

a. Faculty Senate Curriculum Council voted unanimously (18, 0, 0) to add a permanent liaison position for the Honors Program to sit on the Faculty Senate Curriculum Council.

Submitted by: Dr. Jeffrey A Sabby, Chair, Faculty Senate Curriculum Council, April 20, 2015

Cristina DeMeo, who heads the Evaluation Committee will attend the Faculty Senate Executive Committee the represent R&P.

Evaluations

We conducted the Chancellor’s & Provost’s evaluations. We only had a 20 – 25% return. We will make sure next year there are reminders sent. Next year will be the Chancellor’s 4-year evaluation. We have been working with ITS to make sure that the data is aligned and will all be available.

There were issues with how the survey was set up and the numerical values were flipped this year, and possibly last year. The chair was included in this Qualtrics data but last year’s data is still not available to us. Maracus Scott has been very helpful – he and Fred Ripetto are working
with us to make sure we collect and organize the data prior to next year, so that the committee will have what it needs to carry out the 4-year evaluation.

The draft reports have been sent to the Chancellor and Provost for their response. They have 10 days to respond and then we will compile and submit the final report will be submitted to faculty senate and ready to share at the May meeting. Please let us know what you would like from us for this.

Clinical Faculty addition to FS Membership
This vote will be sent out this week, hopefully prior to the FSEC meeting.

Elections
Once the above vote has been conducted, we will send out the vote for President Elect.

Work with units regarding elections for re-population of the senate is still in process. As we learn of the returns we are notifying Vicki Kruse. We request that all senators help their units with replacing themselves whenever they are cycling off.

Shifts in Council Structure
This council has had the challenge of having work that has been difficult to delegate. While we have had some hiccups along the way, I would like to commend the council on being a very responsive and hard-working committee. They have been diligent in carrying out and supporting the work of the various committees. Even the newest members have been very actively involved.

In the past it has taken a lot of time to understand where to help or pitch in. This group is working together to create more structure for process and timing so that the new members cycling on will have documentation to help them carry out their work together. I would like to thank and commend them all for work very well done.

Respectfully Submitted,

Shelly Goebel-Parker, Rules & Procedures, Chair

Welfare Council Report
April 16, 2015
The Welfare Council met on April 16, 2015 in the MUC Board Room at 2:30 pm.

The minutes from the March 26, 2015 meeting were approved
Tom Jordan spoke with the Faculty Senate Welfare Council. His concerns were:
A) Revising the Promotion and Tenure Policy for those who choose to apply for promotion early
   a. Clarify the procedures and qualifications for candidates wishing to apply early
   b. This was determined to be a charge for Fall 2015
B) Revising the Sabbatical Policy for those who choose to take a sabbatical early
   a. Clarify the procedures and qualifications for candidates wishing to apply early
   b. This was determined to be a charge for Fall 2015
Subcommittee Reports-
Faculty Status: No report.
Faculty Benefits and Facilities: No report
The Faculty Senate Welfare Council discussed the need for the Faculty Senate to meet in the summer if there is need for action on the part of the Senate
The Faculty Senate Welfare Council unanimously approved the 2014 Ombuds Report.
The Faculty Senate Welfare Council discussed the teaching load policy. It was decided that the policy would be brought to the Senate as a second read as-is, with the possibility of floor amendments.
Respectfully submitted,
Erin Heil
Co-Chair of the Welfare Council
Department of Sociology and Criminal Justice Studies

GRADUATE COUNCIL
Report to FSEC 4/23/2015, Faculty Senate 5/7/2015
Graduate Council met on 4/16/2015

I. Announcements
   A. Enrollment Management Report
      The numbers for new graduate students is down by about 25, however new international students cannot register for classes until they arrive, so the numbers will change. Nursing has not enrolled its students yet, so those numbers will also increase the total. Enrollment Management is developing a new report which will include the number of applications needed to meet the goals of each graduate program. It also revised its recruitment brochure and will soon be printing about 5,000 copies.

   B. Graduate School Announcements
      • The Graduate School will deliver its graduate assistant training online in the near future. The training will not be mandatory.
      • The Graduate School is also working on a handbook for graduate program directors.
      • Associate Dean Susan Morgan and Associate Provost Weinberg will look at those graduate programs that have a successful completion rate and those that have a less successful one. Weinberg is working on obtaining a waiver from the FAA so that researchers may use drones. Weinberg will accompany President Dunn and John Charles to DC to meet on research priorities.
      • The Office of Research and Projects is implementing an electronic proposal submission routing system with Kuali Coeus software. It is scheduled for testing this summer.
      • The Chancellor may require that assistantships paid from non-state accounts reimburse the tuition waivers. Weinberg, who is concerned about grant budgets, is
going to try to dissuade the University from taking this action by addressing the Chancellor’s Council.

- Weinberg reminded those present that visitors from the National Council of University Research Administrators (NCURA) will be in attendance next week to evaluate ORP’s research processes.

C. Other Announcements
Andrea Hester announced that while attending the Board of Trustees meeting she observed that the BOT approved a 5% tuition increase for new freshmen effective Fall of 2015.

II. Report of the Programs Committee
   A. Program Review Report – Pharmacy
   The review committee’s primary concerns were funding resources, and paying for facilities. There are also concerns about future travel and professional development opportunities within the current budget situation. The School’s financial situation is unusual among graduate and professional programs at SIUE. The Pharmacy program is funded through state appropriations however they paid rent on the facilities until recently. They continue to pay for all maintenance. Since they bring in about $2 million in revenue, Dean Gupchup would like to see that revenue put back into the School’s funds. The professional program is also trying to incorporate more informatics components into its course offerings. The Programs Committee found the program to be “in good standing,” its enrollment “sustainable,” and its completion rate as “satisfactory.”

   B. Program Review Report – Geographical Studies
   The graduate program’s review committee pointed out that Geographic Information Systems (GIS) is a hot topic now and as the only university in the area who offers a PDS in GIS, the graduate program is a boon for the University. The committee would like to see more course offerings at the 500 level. The program would like to offer more graduate courses, but will soon be required to lose adjuncts which will restrict course offerings. The Programs Committee found the program to be “in good standing,” its enrollment “sustainable,” and its completion rate as “satisfactory.”

   C. Form 91A – SOE-15-1126 – Instructional Technology
   D. Form 91A – SOE-14-1100 – Instructional Technology
   These PDSs were developed for the potential student who does not wish to pursue a master’s degree but would like to enhance his or her education. These sequences may be used in the Curriculum and Instruction degree as electives however neither sequence would apply to the Instructional Technology graduate program. It was noted in the Programs Committee that in order to approve the PDSs to offer this summer (2015) the program would have to request of the Faculty Senate an exception to 1Q8 through the Graduate Council.
III. Report of the Education and Research Policies (ERP) Committee

A. GC14/15 – 1Q5 – Policy on Academic Integrity in Scholarship and Research

This proposal makes changes to the policy to clarify the process. There are also minor changes in the proposed language to eliminate redundancy. It also replaced “scientists” with “faculty,” “research” with “scholarly activity,” and changed language regarding the units.

Respectfully submitted,
Andrea Hester, Chair of the Graduate Council and Assistant Professor, Computer Management and Information Systems