

FACULTY SENATE MEETING

Mississippi Illinois Room

Morris University Center

Approved Minutes

May 2, 2013

The regular meeting of the Faculty Senate was called to order at 2:33 p.m. on May 2, 2013 at Morris University Center Mississippi Illinois Rooms by Rhonda Comrie, President.

Rhonda Comrie announced that Steve Hansen, ~~as~~ is part of a group of twelve Emeriti, who are forming an Emeriti Faculty Association ~~are~~ and proposing the creation of a matching funds challenge type of endowment fund with a request ~~for~~ to the Senate for some of the Faculty Club funds in order to build it. More information will come when they are completely organized.

Present: Agustin, Anop, Banker, Bell-Scriber, Carr, Carstens-Wickham, Cheah, Chen, Chleboun, Comrie, Duckham, Doug Simms for Duvernell, E. Ferguson, Erin Behnen for McK. Ferguson, Foster, Fries, Gillespie, Goebel-Parker, Anne Flaherty for Guehlstorf, Heil, Hershberger, Hester, Hildebrandt, Vicki Van Tuyle for Hunt, Ibroscheva, Jack, Dan Welch for Jain, Jim Wulfsong for Jarrell, Kerber, E. Kirk, S. Kirk, Leem, Liebl, Littmann, Moffett, Msengi, Pannirselvam, Santanello, Savoie, Schoenecker, Staples, Thornton, Wiediger, Wrobbel, Yager, Yan

Excused: Schober

Absent: Cairo, Celik, Demirer, Durbin, Gaehle, O'Brien, Ozcan, Taylor, Thomeczek

Guest: Steve Jankowski

Action Items

Welfare Council

- **Section VII.** Probationary Period for Tenure-Track Faculty
- **Section X.** Criteria for Evaluating Tenure-Track Faculty X. of the Promotion and Tenure Policy

Both sections were **approved** with one motion.

- **The Salary Equity Report:** after the report was brought forward there was discussion about differences of peer institutions and CUPA data. Collection of comments are below:
 - Social Work comment, concern-CUPA data is not representative (CAS disciplines)
 - Philosophy comment concern – (CAS disciplines)
 - Clarifying questions – did committee discuss data? Someone on the committee did speak up, and said they discussed and looked at the data and found it appropriate.
 - As Faculty Senator on Executive Committee and Graduate Council and current member of Faculty Salary Equity Committee representing CAS – former chair retired June 2012 understand it is a challenge – it is Institutional equality, still has reservations with this document.
 - CAS usually has 2 or 3 out of 8 on the committee, lack of representation from CAS
 - Understands challenges – difficult to find a common group of universities like SIUE. Committee needs to start from scratch. Do it the right way.
 - Take up with operating papers of group. Whether or not agree by disciplines, if we vote down we are left with the current one.

- Papers call for constant review of methodology
- There was support of the opinion about “*whether or not agree by disciplines, if we vote down we are left with the current one.*” First time heard that CAS was unhappy with CUPA data.
- Market Equity: to compete with other schools.

T.R. Carr moved to step forward now with a follow up motion for the Faculty Salary Equity Committee to do another review looking at another identifiable group. Move forward and revise the next year.

Rhonda Comrie called for a vote to pass the report as is. The motion failed with 18 yes and 21 nays.

Tom Foster made a motion to send back to committee. Ken Moffett seconded. There was discussion. Tom Foster withdraws motion.

T.R. Carr made a motion to refer back to Faculty Salary Equity Committee with specific recommendations regarding CAS and CUPA and Education but satisfied with other groups. Eva Ferguson seconded. There was discussion. T.R. and Eva agreed to amend. The **motion was amended** to refer back to Welfare Council with specific recommendations regarding CAS and CUPA and Education but satisfied with other groups. The motion **passes** with 22 Yes and 18 Nay.

Faculty Development Council

- **Faculty Development Council Operating Papers revision regarding the OMA** were brought forth and **approved**.

Rules & Procedures Council

- **Procedure Change: Changing the name of a department or unit** was brought forth and **approved**.

Faculty Senate Executive Council (policies associated with elimination of Summer Commencement Ceremony)

- **Graduation: Graduate Requirements – 1F1**
- **Graduation: Commencement Policy – 1F2**
- **Degrees: Policy on Honorary Degrees and Distinguished Services – 1D3**

1F1, 1F2 and 1D3 were all **approved** with one motion.

Graduate Council

- **Request for Exception to Policy 1Q8: School of Education**

T.R. Carr made a **motion** to suspend the rules and waive the first read. Eva Ferguson seconded. All **approved**.

Gertrude Pannirselvam, Chair brought forth the request for exception to Policy 1Q8 in order to expedite for the School of Education implementation of a change in program requirements for the M.S. Ed. (Special Education) Program, which has already received the approval of the Programs Committee of the Graduate Council. The request is to meet accreditation requirements. The request was **approved**.

Curriculum Council

- **University Admissions Policies – 1E1 revisions regarding International Students**

Ed Hershberger made a **motion** to suspend the rules and waive the first read. Marcus Agustin seconded. All **approved**.

The revisions were **approved**.

Guest Speaker: Mr. Steve Jankowski, Director of Alumni Association gave a presentation and provided a handout about Alumni Mentoring Initiative and encouraged faculty to welcome alumni into their classrooms. Steve also reported that the Alumni Association is a non-dues paying organization, now. Lifetime members will be Premium Members. SIUE has 93,000 graduates. Many are willing to provide assistance or mentoring. Please, contact Steve with any requests at ext. 2346.

Consideration of Minutes: the April 4, 2013 minutes were approved as submitted.

UPBC: Timothy Schoenecker reported that the UPBC will continue to meet this summer. They will meet after the next BOT meetings since the tuition increase will be up for a vote and will factor in on the budget. UPBC is discussing budget cutting principles (not individual departments, but major cuts that decrease revenue); administrative cuts should be reasonably transparent, possible across the board, but later probably will do differently. Timothy made a request from UPBC and the Chancellor for feedback about cuts and a possible 2% raise. There was a discussion. Rhonda thanked Timothy for his service on UPBC.

IBHE FAC: Rhonda Comrie reported that an alternate is still needed to attend meetings for Calvin Jarrell who is unable to attend at this time.

Faculty Development Council: Bryan Duckham reported that EUE finished its review process and recommendations have been made to the Provost with letters being sent out. A request was made to cut 5% off EUE budgets and the request has been done. Once the budget is approved the wait for money being available will begin. The TEAC process will be totally online. Discussion about whether it makes sense to open up the larger TEAC award to non-tenure track faculty. Bryan reported that a diversity initiative with Anthropology was approved and \$1000 from the development funds will help support it. The date is set for August 27 and 28, and information will be sent out later.

Graduate Council: Gertrude Pannirselvam submitted a report which is posted on SharePoint and will be filed with the minutes. The Summer Masters Theses will be electronic. The last meeting is tomorrow. Approved minutes are posted after approval on the Graduate Council web site along with the annual report.

Curriculum Council: Susan Wiediger provided a report which is filed with the minutes.

Rules and Procedures Council: Erik Kirk provided a report which is filed with the minutes. The Chancellor's and the Provost's evaluation results have been sent to each of them and they have ten days to respond. At that time, they will be sent out to the faculty for review.

Welfare Council: Ken Moffett reported that the Sabbatical Policy revisions were approved by the Welfare Council and will move to the Faculty Senate for a first read in September. The Emeriti Faculty policy revisions were also approved and will move to the Faculty Senate possibly in September for first read and October as action item. Revisions have been made to the Discipline and Dismissal of Tenured Faculty policy.

Past President: No report. Rhonda thanked Jane Gillespie for all her service.

President Elect: Susan Yager reported that (1) The Instructional Use of Social Media Policy working group forwarded the draft to Tom Jordan on April 4 and General Counsel received a week later; (2) UQC met this morning for an overview of

the AQIP system's appraisal and Lessons Learned from HLC. UQC anticipates changes in procedures and responsibility in reporting to help make data more available, more meaningful and incorporate into decision making with feedback based on results and review of the committee. It is still undetermined whether the University will move out of AQIP to something else; (3) The All Faculty Meeting date is tentatively set for Thursday, September 12, 2013. Proposed topic is the Budget with more information to come later.

Items of Business

Rhonda thanked the current Council Chairs for their service.

Slate of Council Chairs 2013-2014 was **approved** as follows:

- Curriculum Council – E. Duff Wrobbel
- Faculty Development Council - Faith Liebl
- Rules & Procedures Council – Shelly Goebel-Parker
- Welfare Council – Mark Hildebrandt (Fall 13)/Ken Moffett (Spring 14)

Rhonda Comrie called for approval of the General Education Committee Chair and Committee and they were **approved** as follows:

General Education Committee Chair

- Anne Flaherty

General Education Committee

- Eric Voss (CAS)
- Melodie Rowbotham (SON)
- Cathy Daus (SOE)
- Jingyi Jia (SOB)

Appreciation was shown by applause for Jane Gillespie, Past President and Rhonda Comrie, President.

Rhonda reported that two people may be on the way to being appointed to the SIU Board of Trustees.

Adjournment: The meeting was adjourned at 3:53 p.m. (Savoie/Pannirselvam)

*Approved as amended with some technical changes September 5, 2013 by the Faculty Senate
Vicki Kruse/University Governance*

Graduate Council Report to the Faculty Senate May 3, 2013

The Graduate Council reviewed 3 program change requests, reviewed 2 programs, and adopted 2 policy changes. Details of the work appear below.

I. Program changes: The following program changes were approved

1. Form 91A – English/TESL (CAS-12-95)
Currently, those who elect to do a thesis get no practicum experience, and those who take the exit course receive limited practicum experience in that course. The TESL program wishes to offer a one-credit course ENG 545 (TESL Practicum) three times, beginning in a student's second term. The program also wishes to add two new electives, ENG 417 (Language and Ethnicity) and ENG 418 (Language Endangerment and Death).
2. Form 91A – English/AEL (CAS-12-197)
The graduate program wishes to replace its requirement of one 400- or 500- level course chosen from among six

periods of literature, and two “additional 6 hours of course work at the 500-level” with three courses: one before 1700, one after 1700 and one course in world literature. This redistribution will “greatly [broaden] course options so that they mirror changes made to the undergraduate curriculum in 2010,” thus offering more flexibility.

Streamlining and rearrangement of course offerings will allow faculty to “tailor the topics courses to their specific research interests.” The exit requirement would no longer offer the option of an oral exam.

3. Form 91A – Special Education (SOE-13-924)

For its LBS I certificate, the graduate program wishes to replace EPFR 515 and 520/521 with SPE 578 (Advanced Field Study) and a choice of EPFR 515, 520, or 521. For its LBS II certificate and its MEd, the graduate program wishes to replace EPFR 515 and 520/521 with a choice of EPFR 515, 520, or 521 and an elective. Those who need the field experience will take SPE 500, otherwise they will take a second EPFR course. Both changes would allow a supervised field experience without increasing the overall credit hour requirements for the degree. The graduate program wishes to replace EPFR 502 (Qualitative Inquiry) with SPE 500 (Research in Special Education: Preparation for Field-based Research) for both post-masters certificates and the master’s degree in order to better prepare students for their action research project. Additionally, the graduate program wishes to change its postmaster’s exit requirements from specific tests to state, in more general terms, that “all certification tests” must be passed. This change needs to be effective earlier than September 2013 in order to have the changes in place when the graduate program’s accreditation documents are submitted. The Council voted to request an exception to Policy 1Q8 and expedite these changes.

II. Program Reviews:

1. Program Review Report: Computer Management and Information Systems, MS

The internal review team identified several strengths of this graduate program. The program has strong assessment protocols in place. The committee questioned whether the exit requirement provided the “kind of culminating activities that would be expected of scholars at the master’s level, particularly for a practitioner program” It recommended consideration of a capstone project to address this concern. The program was rated in good standing. Program enrollment is sustainable and the graduation rate is satisfactory.

2. Program Review Report: Business Administration, MBA

The program is seen as a “high quality and affordable option” compared to like programs in the area. The program has taken significant steps to increase its admission standards, perhaps to the detriment of enrollment figures. Students desire a more clearly defined set of options, or ‘tracks’ involving specific areas of interest, but the GPD and Dean believe that so doing would prevent flexibility. Concern was expressed that the faculty do not seem to feel ownership of the program. The program was rated in good standing. Program enrollment is below capacity and needs intervention and the graduation rate is satisfactory.

III. Policy changes

1. Electronic Thesis (1L8)

ERP approved a policy to formalize the process for electronic submission of theses and dissertations, using 1L8 as a basis for the text and incorporating most of 1L13. For students choosing a thesis instead of a research project or other culminating project, there is no option to opt out of using ProQuest. Students do not have a choice of leaving their work semi-private, filed only in Lovejoy Library. The software will make the material available to the public online. Students will be charged a \$95 mandatory fee. There will be no pilot to test the procedure. This new policy will take effect for the Summer term.

2. Rescinding Registration for Thesis or Dissertation/Project Credit (1L13)

Because the policy was incorporated into 1L8, leaving it as a separate policy would be redundant.

Curriculum Council Report to the Faculty Senate, 2 May 2013

5 April 2013 CC Meeting

1. Dr. Zenia Agustin was recommended to the Provost for re-appointment as the Director of General Education. (Since that meeting, the Provost received the recommendation and has reappointed Dr. Agustin for another three year term.)
2. Student Rights and Conduct – Student Academic Code – 3C2 was discussed. Academic Standards and Policies Committee will consider whether they can review the SIUE policies for consistency on Academic Dishonesty topics.
3. Possible changes to the approval process for undergraduate online courses were discussed. There was general agreement that academic departments are responsible for quality but ITS informs best practices

generally and with regard to specific content. Broader understanding of the Quality Matters system will help inform future discussion.

4. A draft of syllabi guidance and expectations prepared by Academic Standards and Policies Committee was reviewed and suggestions made for revisions.
5. Changes to Policy 1E1 to allow conditional admission for international undergraduate students parallel to what is done for graduate students were brought by Scott Belobrajdic. The Council approved the revised policy for forwarding to Faculty Senate.
6. The Director of Assessment position will not be opened for applicants this semester.

18 April 2013 CC Meeting

1. Chairs for standing committees of Curriculum Council were approved as follows: Undergraduate Programs: Stacie Kirk; Undergraduate Courses: Kay Gaehle (continuing); General Education: Anne Flaherty (continuing); Academic standards and Policies: Riza Demirer. A new chair for the Committee on Assessment is being considered by the Faculty Senate President and Provost.
2. Four new members for the General Education Committee were approved for consideration by the Faculty Senate.
3. Program Review of Accountancy: CC found the program to be in good standing, with sustainable enrollment and satisfactory completion.
4. Program Review of Business Administration: CC found the program to have sustainable enrollment and satisfactory completion but flagged the program for priority review.
5. The General Education Committee reported processing three student appeals and four course requests.
6. Undergraduate Courses Committee reported five approved courses. However, the courses will not go forward until associated courses and program changes (if bundled in a program change) are approved also.
7. Since this meeting, the Undergraduate Programs Committee reported a set of approved program changes. However, these will not go forward until associated courses are approved.

Rules and Procedures Report for Faculty Senate April 25, 2013

- 1) The Rules and Procedures met to discuss the Faculty Senate President's Term recommendation from the "STRENGTHENING SHARED GOVERNANCE AT SIUE: A Study conducted by E. Duff Wrobbel & Umina Long March 2010". The report made the following recommendation: Review the structure of faculty senate presidency. Rationale: There is a substantial learning curve to the position. Senate neither meets over the summer nor over the Winter break, so a one-year term is effectively only a 9-month term. The timing makes it difficult to fully understand and effectively oversee the Senate, so exploring options for extending the presidential term would be beneficial. Secondly, it enhances the recognition and authority of the Faculty Senate. Currently the President meets regularly with both the Chancellor and the Provost, the purpose of these meetings is generally information exchange. The Chancellor has indicated in a public forum, that the Chancellor's Council meetings will be expanded to include the Faculty and Staff Senate presidents. Finding ways to involve the faculty senate president more in administrative planning and decision-making would improve collaboration, coordination, and communication.

In order to provide a viable solution to the concerns mentioned in the report the Rules and Procedures (R and P) committee recommends the following regarding the Faculty Senate President Term:

- A. The R and P committee recommends a two year term for the Faculty Senate President. Under this scenario an individual would serve for 1 year as the President Elect and then 2 years as the President for a total of 3 years. There would be no past president that would serve on the Faculty Senate Executive Committee.
- B. Instead of a past president the Rules and Procedures committee recommends that an advisory board consisting of former Faculty Senate presidents on a volunteer basis. The advisory board would not need to be current members of the Faculty Senate or attend the Faculty Senate Executive Committee or Faculty Senate meetings. Rather they could provide guidance and answer any questions the Faculty Senate President may have. They would not have a vote in Faculty Senate Executive Committee or Faculty Senate unless they are serving on Faculty Senate.
- C. At the end of the first year (March) of the Faculty Senate President's 2 year term the Rules and Procedures committee will conduct a confidence/no confidence vote of the Faculty Senate to determine if the Faculty Senate President has the support of the Faculty Senate to serve the second term. Two-thirds of the Faculty Senate must vote "no confidence" to remove the Faculty Senate president.
- D. If the Faculty Senate President cannot serve (for whatever reason, including removal) a second year in office, the Faculty Senate President Elect would assume the role of Faculty Senate President for the following year. An election of eligible faculty would be conducted to elect a new Faculty Senate President Elect that would begin serving the following year along-side the new Faculty Senate President.
- E. To aid the Faculty Senate President in running organized and fair meetings, it is strongly recommended that the Faculty Senate appoint at the first meeting of the academic year a Parliamentarian as outlined in the Faculty Senate Bylaws - Section II.C Meetings "The Faculty Senate shall conduct its business under recognized parliamentary procedures, as specified in Robert's Rules of Order, and shall appoint as needed its parliamentarian annually" <http://www.siu.edu/ugov/faculty/bylaws.shtml>
- F. The past president official duties will be reassigned. The president elect would serve on the University Quality council and enrollment management committee. The president would serve on the University Planning and Budget Committee (UPBC)

Definition of faculty as members on the Faculty Senate and Associated Committees.

As specified in SIUE's Shared Governance statement, there are faculty members and administrators. However, many administrators also hold academic rank as faculty. For these administrators there is the need to clarify when they are faculty members and when they are administrators in regards to the mission of the Faculty Senate.

- 1) The Faculty Senate is committed to support the rights and responsibilities of all faculty members at SIUE, including those faculty members who have volunteered to serve as administrators.
- 2) For purposes of Shared Governance, faculty with a 50% or less administrative appointment will be eligible to serve on faculty committees.
- 3) Since administrators have their salaries determined by a different process than faculty, faculty with a 50% or less administrative appointment will be eligible for Faculty Senate salary equity adjustments.
- 4) All faculty regardless of appointment can participate when Faculty Senate has actionable items for full faculty consideration (e.g. changing the Faculty Senate Constitution, voting for officers) and the evaluation of the Chancellor and Provost.
- 5) Faculty with administrative appointments should consider both Shared Governance and the service needs of junior faculty before joining committees not explicitly covered by this policy.

Faculty Senate Representation

The Schools of Dental Medicine, Pharmacy and Nursing currently have clinical faculty that are not represented by either Faculty Senate or Staff Senate. Broadly interpreting Article I of the Constitution of the Faculty Senate empowers Faculty Senate to represent continuing appointment "instructors," including clinical faculty.

The Rules and Procedures committee recommends that the School of Dental Medicine, School of Pharmacy and School of Nursing:

1. Each be allocated 1 (one) additional Faculty Senate Representative in recognition of the clinical faculty, but regardless of the actual number of clinical faculty. Therefore, the total number of Faculty Senate Representatives would increase by (3) three, increasing the membership of the Faculty Senate to 54 senators. Furthermore, when the Rules and Procedures council reapportions Faculty Senate senators among the units, the clinical faculty will not be used to determine the population of a unit. (Requires changing Faculty Senate By-laws, article I)
2. Change their policies regarding Faculty Senate elections such that one senator must either (a) be clinical faculty or (b) be elected by the clinical faculty.