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September 20, 2005

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FACULTY SENATE MINUTES FOR September 20, 2005 (Vol. XXXIV, No. 4)

The 2005 – 2006 Faculty Senate minutes and other information are available on the Web at <http://www.eiu.edu/~FacSen> The Faculty Senate agenda is posted weekly on the Web, at Physical Sciences Building 1450, and on the third-level bulletin board in Booth Library. Note: These minutes are not a complete verbatim transcript of the Senate meeting.

Call to Faculty: Faculty are requested to inform Dr. Robert Chesnut, cfrwc@eiu.edu, Director of Grants and Research, of any suggested changes or additions to the *Report of Publications or Other Scholarly Activity*, which is found at:

http://www.eiu.edu/~grants/RCA_Publications_Report.php.

- I. Call to order by Chair Assege HaileMariam at 2:00 p.m.** (Library Conference Room, Booth Library)
Present: J. Ashley, A. Brownson, L. Curry, M. Dao, P. Fewell, R. Fischer, A. HaileMariam, J. Kilgore, R. Marshall, M. Monippallil, J. Pommier, T. Sinclair, J. Stimac, D. Van Gunten, and B. Wilson.
Guests: J. Nimmons (Chair of the Board of Trustees, BOT), L. Hencken (President), B. Lord (Provost and VPAA), M. Hanner (Dean, COS), D. Hoadley (Dean, LCBAS), B. Irwin (Dean, Honors), C. Rohn (Dean, CEPS), R. Chesnut (Director, Grants and Research), D. Hopgood, C. Frederick (Student VPAA), C. Rogers (Student Government), and S. Whitney (Reporter, *Daily Eastern News*), Seth Miller (Photographer, *Daily Eastern News*).
- II. Approval of Minutes of 6 September 2005.**
Motion (Fischer / Sinclair) to approve the Minutes of 6 September 2005 with correction. Yes: Brownson, Curry, Fischer, HaileMariam, Kilgore, Marshall, Monippallil, Sinclair, Stimac, Van Gunten, and Wilson.
Abstain: Ashley, Dao, Fewell, and Pommier.
- III. Announcements**
 - A. New Faculty Reception to be held 20 September from 4 – 6 PM in the Tarble Arts Center. This is co-sponsored by the Faculty Senate.
 - B. Visit by Brenda Major (Director of Admissions) is scheduled for 4 October.
 - C. Senator Pommier reminded the faculty that Friday, 23 September, is Faculty Appreciation Day and will include meals, games, and a tour of the Observatory.
 - D. Provost Lord announced that the final report from the NCA is available to read on Eastern Illinois University' NCA Self-study web site: http://www.eiu.edu/~acaffair/NCA/NCA_final_report.pdf
- IV. Communications**
 - A. Memorandum of 6 September from Provost Lord, re: Academic Calendar. Provost Lord stated that the President usually approves the calendar two (2) years in advance. Responding to a question from Senator Ashley, the Provost added that there has typically been a one-week break between the end of spring classes and the beginning of the 4-week summer session.
 - B. Minutes from Intercollegiate Athletic Board of 8 September.
- V. Old Business**
 - A. Committee Reports
 1. Executive Committee: Chair HaileMariam reported that the meeting with the President and Provost went well. One item of business that was discussed was that the University's naming committee met and had decided that the area around the clock tower, south of Booth Library would be named the Alumni Quadrangle.
 2. Nominations Committee: no report.
 3. Elections Committee: Senator Ashley informed the Senate that he has contacted CATS with respect to electronic ballots and voting and will report back as soon as additional information is available.
 4. Faculty – Student Relations: Senator Fischer informed the Senate that he has contacted the students on the committee and that they are discussing the faculty and student roles in engagement.

5. Faculty – Staff Relations: Senator Kilgore reported that he has had preliminary discussions with Staff Senate and that the first meeting of the committee would be Wednesday, 21 September.
6. Other Reports
 - a) Budget Transparency Committee: Senator Ashley asked committees members for available times when they could all meet.
 - b) Bylaws Committee: Senator Stimac informed the Senate that the committee met the previous week and had recommended changes. During the subcommittee meetings, Senator Stimac stated that a question arose as to whether or not to have a committee on Faculty – Community Relations. Recommended bylaw changes are attached below.
 - c) Provost’s Report: Provost Lord informed the Faculty senate that Kathy Chancellor, the person who has been in charge of the Ad Astra scheduling system is retiring. He also informed the Senate that questions are being sent to the various constituencies to promote a discussion concerning the mission statement.

VI. New Business

- A. Julie Nimmons, Chair of the Board of Trustees. Chair HaileMariam welcomed Mrs. Nimmons to the Faculty Senate and introduced the Senators. Mrs. Nimmons thanked the Faculty for the opportunity to attend and asked the Faculty for questions. Senator Kilgore asked about the general philosophy of the BOT. Mrs. Nimmons replied that she would be happy to share her thoughts. She stated that the administration does a very good job of educating the BOT on current events at the University. She also stated that since being a member on the Board is by appointment by the Governor, they all take their jobs seriously since they serve the citizens of the state. Mrs. Nimmons added that she had two students attend the University, as she did herself, and that her position allows her to serve the taxpaying citizens of the state and to ensure proper spending of taxpayer money and to act as keepers of the trust and provide a quality education. Senator Fewell asked what the biggest challenge the Board expects to meet with respect to the current fiduciary climate. Mrs. Nimmons replied that state funding had dramatically decreased, but that the Board needs to keep in mind the needs of the students. It is a challenge to provide excellent education that is affordable. A fine balance must be maintained. Senator Wilson agreed that we do a good job at educating students, but asked that in the eyes of the Board, what our other assets are. Mrs. Nimmons replied that the people – staff, faculty, and students were our greatest assets. As a student, Mrs. Nimmons was a music major, and is amazed at the new Fine Arts Building and at all the potential it offers. Even the Blair Hall tragedy offers great potential. Senator Ashley stated that the last contract negotiations were somewhat tense, especially with the students being put in the middle. Does the Board have thoughts on the upcoming negotiations? Mrs. Nimmons stated that the Administration will take the lead on the negotiations owing to their stability and consistency. Budgetary matters are readily available so there should be open discourse and students should not be involved. There have been good efforts to bring people into the discussion rather than be unilateral. Senator Pommier asked how much interaction Board members have with the Governor. Mrs. Nimmons stated that there are not individual interactions, but that there are no undue influences by the Governor on the Board. Senator Pommier followed up by asking why, if the Governor appoints the Board, is there no dialogue back to the Governor concerning the University. Mrs. Nimmons replied that she wasn’t sure. Senator Fischer asked what the Board’s view is of Eastern Illinois University in 10 years. Mrs. Nimmons said the Board is concentrating on the immediate and that the next five years is a little more down the line. The Board is working on affordability, class size, and a high quality education. One of the benefits of Eastern Illinois University is that it offers a low faculty-student ratio. Representative Frederick asked if the Board is considering increasing student body size and if housing issues are being addressed. Mrs. Nimmons stated that these issues haven’t been addressed, but that she expects the Administration will address them. Senator Kilgore asked that taking into account funding levels, if the public doesn’t think that Eastern Illinois University is a good investment. Mrs. Nimmons stated that certain public policies have been established without much debate and that more public discourse should take place. The University’s high quality education will help in any discussion, however, these concerns do need to be voiced. Senator Ashley asked if the Board has asked the Governor for more money since a high quality education does require low student-faculty ratios. Mrs. Nimmons replied that having only small classrooms don’t always mean a high quality education. The Board can do more and having a good Administration helps. The Student Government’s Student Action Teams and visits to Springfield are a great help and a wonderful way to expose the legislators to the Eastern Illinois University. Mrs. Nimmons added that state funding will never be what we would like it to be, but that it can be improved. Senator Dao asked if the trend of having students paying more of

their education is good. Mrs. Nimmons replied that the moratorium on tuition increases only produce budget shortfalls. The problem is what we can do as a University community to increase funding. Dr. Nilsen has done a wonderful job at reaching out, but we must continue. The average student debt at the time of graduation is ~\$15,000 and needs to be addressed. However, not all answers can come from the federal government – they must come from all levels. Senator Dao followed up by stating that \$15k for a quality education should be considered an investment. Mrs. Nimmons stated that yes, but as a parent, it is difficult express support for such a statement. Senator Fischer asked what role the Board should play with alumni and how to engage faculty, staff, and students for the larger issues. Mrs. Nimmons stated that additional handshaking needs to be done and that Steve Rich is doing a good job, however, faculty need to talk with alumni as well. Getting faculty, staff, and student involved on the larger issues is a step-by-step process. For example, the entire campus community has started to take part in a review of the University’s Mission Statement. The Board does not want to micromanage issues. Senator Ashley asked that with respect to the Mission Statement and stated goals, where does athletics fit. For example, Senator Ashley stated that he had never been to Hawaii, but the athletes have. Mrs. Nimmons stated that she would defer such a question to someone who knew about athletics, but her personal beliefs are that academics are the primary focus of the University, but that secondary events, such as music, athletics, speech, and other extracurricular activities, helped with the primary mission. President Hencken stated that the football game at Brigham Young University brought in \$225,000 and that other games, such as the Hawaiian game, brings in money used for all of the athletic programs. The Athletic Department expects to have one game in Hawaii every four years serves as a recruitment tool. During such games the Administration pays it’s own way and that the students help to offset their expenses. Senator HaileMariam stated that part of the problem is that the general population does not know of this. Senator Kilgore agreed and added that students are picking up a greater portion of the total costs of their education. Students realize that college is not just a party, but how do we publicize this. Mrs. Nimmons stated that this goes back to discussing such matters. Senator HaileMariam asked about faculty representation on the Board. Mrs. Nimmons replied that appointment to the Board is according to state law. Senator HaileMariam asked what the Board’s view was on community colleges offering 4-year degrees. Mrs. Nimmons stated that the Board has not dealt with that issue yet, but that personally she thought community colleges offering 4-year degrees is a bad idea. Community colleges have their place and serve as great bridges to traditional 4-year colleges and universities, but should not be an end. Senator HaileMariam asked about the role of the Board in dealing with inequalities in public education. Mrs. Nimmons stated the Board would continue to work with the Administration to promote affordable access. Chair HaileMariam thanked Mrs. Nimmons for coming to the Faculty Senate and thanked her for the open communication.

- B. Dr. Robert Chesnut, Director of the Office of Grants and Research. Chair HaileMariam welcomed Dr. Chesnut and suggested that Dr. Chesnut begin the discussions with an overview of the Office of Grants and Research’s new efforts. Dr. Chesnut stated that his office is in the beginning stages of requesting individuals who conduct research and creative activities to report any publication of their work. Grants and Research has a web page, http://www.eiu.edu/~grants/RCA_Publications_Report.php, that can act as a template for submissions. There is also a submission form, http://www.eiu.edu/~grants/Files -- Other/EIU_Publication_Submission_Form.doc, that authors are requested to use for submissions. This work is patterned after similar requirements at the University of Wisconsin – Eau Claire, who very kindly sent all of their files and information to Dr. Chesnut. As can be seen from the suggested submission guidelines, research and creative activities are equally weighted. Dr. Chesnut has asked that all faculty who have suggested additions or changes to the publications report form structure, please notify him, cfrwc@eiu.edu. Dr. Chesnut did emphasis that this is a work in progress and the he encourages faculty to send their input. These Reports will be available at the end of the fiscal years and are envisioned to be on-line only. Senator Wilson asked if departmental DACs were looked at in framing the requirements. Dr. Chesnut replied that they had not, but that he expects feedback from the faculty would cover items contained in the DACs. Senator Kilgore asked if the individual faculty are expected to submit the information. Dr. Chesnut replied that he is expecting that chairs may be asked to compile and submit the data. Senator Dao stated that some departments already have faculty publications on-line. Dr. Chesnut showed the link, http://www.eiu.edu/~grants/RCA_Dept_Pages.php, that the Office of Grants and Research has already put together based on those departmental sites. Senator Curry stated that after talking with Chair Nimmons of the BOT, this should be a great way to highlight faculty contributions. Senator Fewell added that for some accrediting bodies, such a list of publications of research and creative works are required for certification and that chairs should have access to this information for that purpose. Dr. Chesnut replied that he would like to create a database so that various groups could create their own

reports. Senator Kilgore stated that personnel procedures already does this to some extent. Senator Dao asked that with respect to reviewer comments on CFR submissions, what was the expected turnaround was for feedback. Dr. Chesnut said that the turnaround is usually about one week after the final comments are made. Senator Fischer asked about IGP #57 (Grants and Contracts Proposal Approval) with respect to cost sharing. Dr. Chesnut stated that cost sharing is money that is included in a project that is to be supplied by the institution, such as in faculty release time. Most of the federal granting agencies treat cost sharing dollars as real dollars and require that Eastern Illinois University show that we actually spent the money. Dr. Chesnut stated that if a grant does not require cost sharing, he encourages investigators not to include. If the grant does require cost sharing, then Eastern Illinois University will cost share. Senator Fewell asked if cost sharing must be reported on workloads. Dr. Chesnut replied that they did, but that cost sharing is also reported in effort reports. Senator Wilson asked if secretarial and office help is included. Dr. Chesnut replied that they can be included. Provost Lord added that the change in the IGP includes a change in the Proposal Transmittal Form which brings it in line with federal requirements. Senator Ashley asked how flexible the University is with cost sharing. Dr. Chesnut replied that it depends on which department you're talking about. There is no University-wide policy, but discussions are starting. Chair HaileMariam thanked Dr. Chesnut for the update and answering the questions from the Faculty Senate.

VII. Adjournment at 3:25 p.m.

Future Agenda Items:

Study abroad; Faculty Development, Faculty Forum; EIU athletics; Alumni Association; Campus Atmosphere; Vision for the Future of EIU.

Respectfully submitted,

John Paul Stimac

Academic Calendar as handed out by Provost Lord on 20 September:

FALL 2007

| | |
|--------------------------------------|--------------------|
| Registration for FA07 Begins (est.) | 5-Mar |
| Term Opens | 15-Aug |
| Late Registration Fee Applies (\$25) | 20-Aug |
| First Class Day | 20-Aug |
| Labor Day Break | 3-Sep |
| Mid Term | 10-Oct |
| Fall Break | 12-Oct |
| Deadline to Withdraw WP/WF | 2-Nov |
| Thanksgiving Break | 19-Nov thru 23-Nov |
| Last Class Day | 7-Dec |
| Final Examinations | 10-Dec thru 14-Dec |
| Commencement | 15-Dec |
| Term Closes/Grades Due | 16-Dec |

SPRING 2008

| | |
|--------------------------------------|--------------------|
| Registration for SP08 Begins (est.) | 8-Oct |
| Late Registration Fee Applies (\$25) | 7-Jan |
| Term Opens | 2-Jan |
| First Class Day | 7-Jan |
| MLKing's Birthday Break | 21-Jan |
| Lincoln's Birthday Break | 15-Feb |
| Mid Term | 28-Feb |
| Spring Break | 10-Mar thru 14-Mar |
| Deadline to Withdraw WP/WF | 28-Mar |
| Last Class Day | 25-Apr |
| Final Examinations | 28-Apr thru 2-May |
| Commencement | 3-May |
| Term Closes/Grades Due | 4-May |

SUMMER 2008

| | <u>4WK</u> | <u>6WK</u> | <u>8WK</u> |
|--|------------|------------|------------|
| Registration for SU08 Begins (est.) | 3-Mar | 3-Mar | 3-Mar |
| Term Opens | 7-May | 9-Jun | 9-Jun |
| Late Registration Fee Applies (\$25) | 12-May | 9-Jun | 9-Jun |
| First Class Day | 12-May | 9-Jun | 9-Jun |
| Memorial Day Break | 26-May | | |
| July 4 th Break | | 4-Jul | 4-Jul |
| Deadline to Withdraw with W | 30-May | 9-Jul | 18-Jul |
| Last Class Day (Mon. – Fri. Classes) | 6-Jun | 18-Jul | 1-Aug |
| Last Class Day (Sat. Classes) | 7-Jun | 19-Jul | 2-Aug |
| Final Examinations (During Last Class Meeting) | 6, 7 Jun | 18, 19 Jul | 1, 2 Aug |
| Term Closes/Grades Due | 10-Jun | 22-Jul | 5-Aug |

Proposed 07-08 AY Cal.xls
v. 6 Revised 8/26/2005

Recommended bylaw changes (Dao, Stimac, and Wilson)

**Eastern Illinois University's
Faculty Senate By-Laws**
(Approved May 21, 1991; Last Revised August 30, 2005)

I. Standing committees shall include, ~~besides the Executive Committee,~~ the following committees, either elected from the Faculty Senate or to be appointed by the chair with the concurrence of a majority of the Senate:

A. Executive Committee

~~A.B.~~ Nominations Committee

~~B.C.~~ Elections Committee

~~C.D.~~ Student-Faculty Relations Committee

~~D.E.~~ Faculty-Staff Relations Committee

F. Awards Committee

II. Membership and Duties of the Senate's Standing Committees:

A. Executive Committee

1. The Executive Committee shall have three members: Chairperson, Vice-Chairperson, and Recorder and shall serve as the liaison between the Faculty Senate and the President and Provost of the University.

2. To be nominated for election to the Executive Committee, nominees need to be members of the Faculty Senate. Nominations to the Executive Committee shall be made during the last regular meeting in April and are subject to approval by majority vote of the Faculty Senate.

3. The responsibilities of the members of the Executive Committee shall be as described in Robert's Rules of Order.

A.B. Nominations:

1. The Nominations Committee shall have at least three members. The Nominations Committee shall distribute to the faculty in February a statement of eligibility requirements for nomination and election together with instructions for submitting petitions of nominations.

2. To be nominated for election to any of the major committees a faculty member must submit, or have submitted for her/him, an individual petition bearing the names of ten members of the faculty. The Nominations Committee shall prescribe a time by which petitions of nomination are to be received; petitions reaching the chairperson of that committee later than that prescribed time (day and hour of that day) shall not be considered.

3. If fewer than two nominations are received for each vacancy to be filled, the Nominations Committee shall advise the Senate, whereupon the Senate will, with discretion as to the availability of the suitable and willing candidates, attempt to secure additional nominees sufficient to bring the number of nominees for each vacancy to at least two. Such additional nominations will usually be recommendations of the Nominations Committee, but, in any instance, they shall require a majority vote of the Senate.

Question: Is Faculty Senate considered a major standing committee of the University, or should it stand as an overarching committee?

4. A faculty member may be nominated for election or appointment to only one major standing committee of the Faculty (i.e., CAA, CGS, COTE, CFR). Current members of major committees shall not be eligible for nomination to another ~~elective committee~~ elective committee position unless their terms expire in the semester in which the election is held.

5. The Nominations Committee shall be responsible for the nomination of bargaining-unit faculty members for the following Faculty Committees and Student-Faculty Boards: Apportionment Board, Affirmative Action Advisory Board, Campus Recreation Board, Environmental Health & Safety Committee, Financial Aid Appeals Committee, Health Service Committee, IBHE Faculty Advisory Committee, Intercollegiate Athletics Board, Judicial Board, Library Advisory Board, Multicultural Affairs Board, Parking Advisory Committee, Performing Arts Board, Publications Board, Radio-TV Board, Textbook Library Advisory Committee, University Union Advisory Board.

6. These nominations will be presented at the last regular meeting in April and be subject to approval through majority vote of the Faculty Senate.

7. Annually, by October 1, the Nominations Committee shall request from each of the Faculty Committees and Student-Faculty Boards the following information: (1) a copy of that committee's By-Laws, which request may be satisfied by a statement that no changes have been made since the previous submission; (2) a current roster of active members; and (3) a list of tentative dates for meetings during the forthcoming year.

8. One member of the Nominations Committee shall serve as a liaison between the Faculty Senate and the Faculty Committees and Boards to which the Senate appoints members. The Nominations Committee shall identify Senate appointees-appoint faculty who shall inform the liaison of significant ongoing and upcoming actions of Faculty Committees and Boards.

B. Elections

1. The Elections Committee shall have at least three members, including the Vice-Chairperson who shall serve as chair of the Elections Committee.

2. Annual elections shall be conducted each Spring semester for membership on the Faculty Senate, the Council on Academic Affairs, the Council on Teacher Education, the Council on Graduate Studies, the Council on Faculty Research, the University Personnel Committee, the Academic Program Elimination Review Committee, the Council on University Planning and Budget, the Enrollment Management Advisory Committee, the Admissions Review Committee, and the Sanctions and Termination Hearing Committee.

3. Regular elections shall be held at an announced central polling place on the campus or via secured electronic means.

4. The Faculty Senate minutes shall carry a list of all candidates not later than the second week of March, along with announcement of the date for election, to be held not later than the last week of March. Names on the ballots shall be arranged in alphabetical order. Arrangements for absentee voting shall be made by the Elections Committee.

5. The winning candidates will be those with the most votes. In case of ties the selection will be made by a coin flip conducted by the chair of the Elections Committee. The coin flip will take place in the presence of the candidates tied in the voting process.

6. Final election results shall be published as early as possible in the Senate minutes; these results shall include the number of votes received by each nominee.

7. Newly elected members shall take office at the first meeting of the Fall semester.

8. Filling of Vacancies:

a. Vacancies in the membership of the Faculty Senate shall be filled from a list of alternates. The nominee receiving the highest number of votes short of election in the election in which candidates vacating the positions were elected shall continue to serve as long as a vacancy exists. Further

vacancies shall be similarly filled. All questions of interpretation of this section will be decided by the Senate as a whole.

b. Vacancies on the major committees of the Senate shall be filled in like manner as in the section above, the list of alternates varying with the number of positions originally to be filled.

c. Vacancies in the membership of other committees shall be filled by appointment in the same way that original appointments were made.

d. When the list of alternates to the Senate (as specified in section II, B.8.a.) has been depleted, nominees receiving the highest number of votes, short of being elected, in subsequent elections shall be appointed to the Senate; if no nominees are available then the Senate will hold a special election.

e. In the event of the resignation of the entire Senate, the chair shall call and chair a special faculty meeting at which arrangements will be made to hold a special election.

f. In the event that a vacancy without alternate exists in any major committee, the Senate shall appoint a member of the faculty to fill that vacancy, and this appointee shall be eligible to serve until a newly elected member's term shall begin.

C. Student-Faculty Relations: The Student-Faculty Relations Committee will be composed of at least three members of the Faculty Senate and three members of the Student Senate. The purpose of this committee shall be to improve student-faculty relations through joint discussion concerning teaching, grading, evaluation, housing, budgetary concerns, Faculty Forum, and other related matters. This committee shall meet as needed.

D. Faculty-Staff Relations: The Faculty-Staff Relations Committee will be composed of at least three members of the Faculty Senate and three members of the Staff Senate. The purpose of this committee shall be to encourage staff-faculty relations through joint discussions concerning mutually agreed-upon issues affecting the welfare of the University such as budgetary concerns, Faculty Forum. This committee shall meet as needed.

Question: should we have a Faculty-Community Relations Committee? Such a committee should include one or more members from Faculty Senate, Student Senate, Staff Senate and such.

III. All voting in Faculty Senate will be by roll call vote.

IV. Parliamentarian: An ex-officio, non-voting parliamentarian may be appointed to assist Faculty Senate in conducting meetings in adherence to Roberts Rules of Order. The individual shall be selected by the Faculty Senate Executive Committee and approved by a majority vote of the Faculty Senate.