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Faculty Senate

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<b>FACULTY SENATE MINUTES FOR February 7, 2006 (Vol. XXXIV, No. 12)</b>
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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.

**Notice to Faculty:** Faculty are encouraged to attend the social sessions and open sessions with candidates for the Dean of the College of Education and Professional Studies. Abbreviated curriculum vitae and interview schedules can be found on the search website: <http://www.eiu.edu/ceps/deansearch/>

**Notice to Faculty:** Nominations for the Distinguished Faculty Award are now being accepted. Please go to: [http://www.eiu.edu/~FacSen/dist\\_fac.html](http://www.eiu.edu/~FacSen/dist_fac.html) for the deadline and additional information.

**Notice to Faculty:** Faculty Forum has been scheduled for Tuesday, 21 February from 2 – 4 PM in the University Ballroom. All faculty, staff, and students are invited to address issues related to the theme of “EIU’s Future.” See handout below for details.

**Notice to Faculty:** Faculty Elections are scheduled for Wednesday and Thursday, 29 and 30 March. Faculty interested in running for an elected position are encouraged to review the list of available positions on the Faculty Senate web site (<http://www.eiu.edu/~FacSen/electionpetition06.pdf>).

1. **Call to order by Chair Assege HaileMariam at 2:00 p.m.** (Booth Library Conference Room)  
Present: J. Ashley, A. Brownson, L. Comerford, L. Curry, M. Dao, R. Fischer, A. HaileMariam, R. Hoberman, R. Marshall, L. New Freeland, J. Pommier, T. Sinclair, J. Stimac, D. Van Gunten, and B. Wilson.  
Guests: M. A. Hanner (Dean, COS), C. Rohn (Dean, CEPS), R. Chesnut (Director, Office of Research and Sponsored Programs), D. Reid (CAA), D. Hopgood (Academic Assessment and Testing), C. Frederick (Student VPAA), J. David (Student Government), J. Melanson (Student Government), and K. Crow (Reporter, *Daily Eastern News*).
2. **Approval of Minutes of 24 January 2006.**  
Motion (Brownson / Wilson) to approve the Minutes of 24 January 2006 with correction. Yes: Ashley, Brownson, Comerford, Fischer, HaileMariam, Hoberman, Marshall, New Freeland, Stimac, and Van Gunten.  
Abstain: Curry, Dao, Pommier, Sinclair, and Wilson.
3. **Announcements**
  - A. Faculty Forum on 21 February.
  - B. African American Heritage Month.
  - C. Faculty Development on 6 February: “The interaction between mentoring undergraduate research and teaching” by Dr. Mark McGuire; Charleston/Mattoon Room from noon to 1 PM.
  - D. Faculty Development on 16 February: “After the award: Then what?” by Dr. Robert Chesnut, Charleston/Mattoon Room from noon to 1 PM.
  - E. Senator Curry informed the Faculty Senate that Lobby Day is scheduled for 8 February in Springfield. They will be leaving around 7:30 AM and interested faculty should contact Charles Delman.

- F. Representative David informed the Faculty Senate that faculty members may use the Panther Express shuttle bus by showing a current Panther Card identification card.
- G. Senator Fischer informed the Faculty Senate that the Enrollment Management Committee will have a forum on student development and with dealing with parents who take too active a role in their children's affairs on campus.

#### IV. Communications

- A. E-mail of 2 February from Sue Harvey, Registrar, re: Grade Submission Extension. Harvey informed the Faculty Senate that grade submissions have been extended until 4 PM on Monday and that the committee is looking into reducing the down time during the weekend in order to allow additional time for submissions.
- B. Telephone communication, U-Board, EIU Uncovered, re: lecture series.
- C. Minutes of 25 January from the Council of Chairs Meeting, of 19 January from John Allison, re: Senate Communication.

#### V. Old Business

##### A. Committee Reports

1. Executive Committee: Chair HaileMariam began the meeting by asking about the decision concerning removal of the graduates' names from the commencement programs. President Hencken replied that the cost of providing the commencement DVD, which includes the commencement video and the names of graduates, necessitated the name removal. Students applying late, after the publication deadline, or not graduating at the last minute, were other reasons for inaccuracies in the printed program with names. President Hencken stated that he is open to placing names back on the program; but that would raise the graduation fee by about \$3 to \$5. Chair HaileMariam suggested referring to the DVD in the program so that students are aware they will receive one in the mail. President Hencken responded that such a statement could be included in the program. Chair HaileMariam questioned the shelf life of a DVD given the rapid technological changes. President Hencken indicated that he would ask the Commencement Committee to review the matter and also suggested that Faculty Senate might like to invite the Commencement Committee to discuss the matter. President Hencken and Provost Lord stated that the first meeting of the semester with the UPI was scheduled for Friday, 3 February 2006. President Hencken stated that he will bring up the following items at the Board of Trustees (BOT) meeting:

1. Recommendation for four (4) honorary degrees, now Eastern Illinois University has 90,000+ alumni.
2. Announcement that former Mayor Max Cougill, and his wife Mary, have donated \$500,000 to Eastern Illinois University in order to restore and renovate the main foyer in Livingston C. Lord Hall (Old Main). The very generous donation will be used to increase lighting, restore and repaint the walls, and restore the woodwork.
3. Recommendation that room and board rates should be increased for four primary reasons: 1) increased utilities costs, 2) increased food costs, 3) continued upgrading of the facilities, and 4) continued installation of sprinkler systems.
4. Update on campus construction projects
5. Report on the transfer friendliness of Eastern Illinois University.
6. Report on a new contract with AFSCME (American Federation of State, County, and Municipal Employees).

At the upcoming IBHE meeting, President Hencken will bring up three items:

1. Transfer students
2. Current IBHE budget recommendations of only a 1.1% increase
3. Approval by the Capital Development Board of \$1.5M for furnishings for the Fine Arts center.

President Hencken handed out two summary tables on FY2007 recommendations for universities operations and grants general funds that will be presented to the IBHE (see communications folder).

2. Nominations Committee: Senator Pommier stated that three faculty expressed interest in filling the vacant Apportionment Board position. Senator Pommier stated that two withdrew their names upon learning of the meeting times. Senator Pommier (Ashley) nominated Karen Gaines. Yes: Ashley,

Brownson, Comerford, Curry, Dao, Fischer, HaileMariam, Hoberman, Marshall, New Freeland, Pommier, Sinclair, Stimac, Van Gunten, and Wilson. Motion passes 15-0-0. Senator Pommier also asked the Faculty Senate for replacements on the Nominations Committee, since senator Allison and Kilgore are not on Faculty Senate this semester. Senators New Freeland and Van Gunten will complete the committee. Representative Bates asked the Faculty Senate for volunteers for the Tuition and Fees Review Committee which meets at 7:30 PM on Sundays. Senator New Freeland volunteered for the committee.

3. Elections Committee: Senator Ashley informed the Faculty Senate that elections information has been placed on the Faculty Senate's web site. Please inform you constituents to vote in the elections and run for one of the open positions if interested.
4. Faculty – Student Relations Committee: Senator Fischer reported that the committee met and offers the following statement: “Be it resolved, upon consideration of the request from the Student Senate regarding expectations of students confronted by faculty tardiness/missed classes, the Faculty Senate urges faculty to include in their syllabus specifying their expectations of students should they inadvertently be late or miss class.” Senator Fischer (Pommier) made the motion that the resolution should be approved. Representative Fredericks stated that students are unsure of how long to wait for faculty that are late and that they would just like something to address the concern. Yes: Ashley, Brownson, Curry, Fischer, HaileMariam, Hoberman, Marshall, New Freeland, Pommier, Sinclair, Stimac, Van Gunten, and Wilson. No: Comerford and Dao. Motion passes 13-2-0.
5. Faculty – Staff Relations Committee: Senator Wilson reported that the next meeting is scheduled for 8 February.
6. Budget Transparency Committee: no report.
7. Faculty Forum Committee: Senator Fischer presented (attached) the agenda for the Faculty Forum, which will be held on Tuesday, 21 February from 2 – 4 PM in the Charleston/Mattoon Room of the MLK Student Union. Senator Curry suggested that the phrase first choice should be explained. Senator Hoberman suggested that the phrase should be placed in quotation marks indicating that “first choice” is meant to indicate that Eastern Illinois University is a prospective student's first choice of schools. Senator Fischer (Pommier) made the motion to approve Faculty Forum agenda as presented. Chair HaileMariam asked Senator Fischer to arrange for tables, chairs, refreshments, and a microphone. Yes: Ashley, Brownson, Comerford, Curry, Dao, Fischer, HaileMariam, Hoberman, Marshall, New Freeland, Pommier, Sinclair, Stimac, Van Gunten, and Wilson. Motion passes 15-0-0.
8. Other Reports
  - a) Bylaws Committee: Chair HaileMariam asked the bylaws committee to review any attendance policy that might be found in the bylaws or constitution of the Faculty Senate.
  - b) Provost's Report: Provost Lord was represented by Dean Hanner. Dean Hanner reminded the Faculty Senate to attend the social sessions and open sessions with candidates for the Dean of the College of Education and Professional Studies. Abbreviated curriculum vitae and interview schedules can be found on the search website: <http://www.eiu.edu/ceps/deansearch/>. The candidate Dr. Richard Roberts will be at a social session on Monday, 20 February from 4:30 – 5:30 PM in the 1895 Room and at an open session on Tuesday, 21 February from 9:00 – 9:45 AM in Lantz 2821. The candidate Dr. Diane Jackman will be at a social session on Wednesday, 22 February from 4:30 – 5:30 PM in the Buzzard 2504 and at an open session on Thursday, 23 February from 9:00 – 9:50 AM in Lantz 2821. The candidate Dr. Carole de Casal will be at a social session on Wednesday, 1 March from 4:30 – 5:30 PM in the Buzzard 2504 and at an open session on Tuesday, 2 March from 10:00 – 10:50 AM in Lantz 2821.

## **VI. New Business**

- A. Chair HaileMariam welcomed Debra Hopgood from Academic Assessment and Testing. Senator Pommier thanked Hopgood for the hard work that the staff in Academic Assessment and Testing was doing, but expressed concerns that had been raised concerning the timing of when students evaluations were due. Senator Pommier stated that the current flyers state that the evaluations are due to Academic Assessment and Testing by the last Friday of class. Senator Pommier asked how that was to be accomplished if classes are offered on that Friday. Hopgood replied evaluations are accepted on the following Monday, but that work is started almost immediately on the evaluations when they are submitted. If the deadline were to be extended until after finals, then some faculty might forget to turn in their evaluations until after returning from break. For those faculty needing to submit retention and review portfolios that would cause a problem. Senator HaileMariam asked if a list of faculty who are late in

submitting their evaluations is generated and if so, for what reason. Hopgood replied that a list is generated, but stated that the list is used only to remind faculty, or their chairs, that evaluations need to be turned in. Hopgood informed the Faculty Senate that evaluation processing is a labor-intensive process. For example, in the fall of 2005, 13,587 completed Purdue evaluations were processed for 684 sections of courses. In addition, over 24,600 Scantrons were run for department administering examinations. Hopgood added that at the beginning of each semester, a suggested deadline list is given to all faculty. Once the evaluations are administered, returned forms are logged in, processed (scanned), statistical summaries generated, sorted, double checked, re-packaged, doubled checked again, then logged out to Chairs or their designees, usually secretaries. Such security is needed since the evaluations are part of the Unit A and Unit B agreements. Senator HaileMariam asked why the item selection forms must be completed by faculty each semester. Hopgood replied that since there are differences (e.g., number of student in each class, when the instructor would like to administer the evaluation, etc.) that they need to be filled in each semester. Senator Pommier asked why a previous semester's stamped form could be turned in. Hopgood replied that the instructor code is assigned each semester and aids Academic Assessment and Testing in tracking and security of the evaluations. Senator Ashley asked if some type of electronic submittal might be possible for the instructor. Hopgood replied that it will be possible and is currently undergoing testing. Such a system will not cost anything additional. Senator HaileMariam asked about the validity and reliability of the evaluations. Hopgood replied that the tests, originally designed in the 1970 at Purdue University, does have a section in their instruction manual dealing with reliability and validity questions and that she would share them with the Faculty Senate. Senator Hoberman cautioned against going to a fully electronic evaluation submitted by students since similar evaluation instruments used at other institutions had a very low return rate. Hopgood replied that the electronic evaluations are only be reviewed at this time. However, electronic summaries may shortly be available so that faculty can have either a hard copy or electronic version. Senator New Freeland expressed her thanks to Hopgood and the staff with Academic Assessment and Testing during last year's Blair Hall fire. Academic Assessment and Testing was able to get backup copies of all the tests and evaluations to faculty, sometimes the very next day. Chair HaileMariam thanked Hopgood for taking the time to answer the Faculty Senate's questions and inform the senators of the process used in the evaluations.

- B. Robert Chesnut, Director of the Office of Research and Sponsored Programs was welcomed and thanked the Faculty Senate for allowing him to speak to the Faculty Senate. Chair HaileMariam informed the senators that Chesnut had asked early in the semester to attend the Faculty Senate, but owing to other Faculty Senate events, this was the first time he could be scheduled. Chesnut passed out a handout (attached) and stated that he would like to develop a short-lived focus group on research and creative activities at Eastern Illinois University. He plans that a draft report would be ready by the end of Spring 2006 and he would then wait until fall to bring on the student members and circulate it various constituencies. Such a focus group would not replace the Council for Faculty Research and one or two members from CFR might be on this advisory board. Senator Ashley asked if a larger advisory group could be recommended in order to balance all areas. Senator Wilson suggested that Booth Library should also be represented on the advisory board and that the general faculty should be able to provide input. Chesnut stated that this advisory board was a direct result of the fall 2005 report. Senators Comerford and Curry volunteered for the advisory board. Chair HaileMariam thanked Chesnut and said that the Faculty Senate would work on the matter. Chair HaileMariam stated that she would recommend senator Comerford and Curry and would recommend a faculty member from Booth Library be added to the advisory board.
- C. Debra Reid, Chair of the Council on Academic Affairs was welcomed to the Faculty Senate. Reid began the discussion by stating that all proposals brought before CAA had to justify why the course was being requested to be added to the general education list. During the summer and fall departments thought of courses that should be added and seven were brought to CAA. CAA did address the definition of Cultural Diversity and it will be included in the next catalog. The Constitution requirement has also been eliminated for students graduating under the 2006 – 2007 catalog, but it is still listed as a general education course. Reid stated that the CAA is considering removing the moratorium on new general education courses so that on going discussions could occur. Reid stated that one challenge faced by CAA this year was within the Social and Behavioral Sciences. Two courses (one journalism and one health studies) were added under that area. Discussions at CAA did address what is meant by a Social and Behavioral Science. Senator Ashley pointed out that who voted on the issue was available on-line at the CAA's website (<http://www.eiu.edu/~eiucaa>). Senator Fischer suggested that a moratorium on new general education courses should be enacted, yet still have the discussion on the philosophy behind the

rationale of general education. Reid replied that this CAA is a very new group, so they are open to such a request. Senator Hoberman stated that the original intent of the general education courses was to get away from the cafeteria-style of courses. At that time the CAA wanted a well-defined general educational experience. Reid replied that if faculty are concerned they should pay special attention to the upcoming elections in making their decisions. Chair HaileMariam asked how the Faculty could help. Reid replied that a motion or resolution expressing the sentiment would help. Dean Hanner stated that prior to the general education courses, there were Integrated Core (IC) classes that were designed to meet the goals that the Illinois Articulation Initiative (IAI) had developed. At the time, our IC courses were not aligned with the IAI and that the process was inefficient and that transfer students were not helped. The general education courses began to help align our courses with the IAI while keeping the traditional arts and sciences general education courses. Later, the humanities, fine arts, and social and behavioral science courses were added. Senator Wilson asked how do our general education courses compare to similar schools. Dean Hanner replied that our general education courses are typical, yet some liberal art institutions have learning communities. Senator Ashley if the NCA addressed our general education program. Dean Hanner stated that it was not directly mentioned, yet the goals of merging assessment with general education was mentioned favorably. Reid reiterated that only seven courses were brought before CAA this year. Each had strong merits for being included as a general education course. Senator HaileMariam stated that if this discussion was typical, a moratorium on new general education courses might be appropriate. Senator Fischer stated that the students should be educated as to why they are taking these general education courses, since those he spoken with have no idea. A moratorium on new general education courses does not mean a discussion on the philosophy behind them cannot take place. Senator Fischer (Pommier) made the motion that "Faculty Senate recommends to the Council on Academic Affairs impose a moratorium on new general education courses and open campus-wide discussions on general education." Senator Comerford asked if Faculty Senate was usurping the CAA's role. Senator Curry replied that the CAA is charged with general education, but that the Faculty Senate is supposed to represent all faculty and the faculty are concerned with general education, so it is appropriate. Senator Ashley stated that the Faculty Senate is an overarching committee to all university committees. Yes: Ashley, Brownson, Curry, Fischer, HaileMariam, Hoberman, Marshall, New Freeland, Pommier, Stimac, Van Gunten, and Wilson. No: Comerford, Dao, and Sinclair. Motion passes 12-3-0. Chair HaileMariam asked Reid about the CAA's review of the grade appeals process. Reid replied that a subcommittee of the CAA is reviewing the appropriate IGP (#45). Chair HaileMariam thanked Reid for informing the Faculty Senate.

## **VII. Adjournment at 3:50 p.m.**

### **Future Agenda Items:**

Future Agenda Items: Faculty Forum; External Relations; EIU Athletics; Alumni Association; Campus Atmosphere; Vision for Future; Long Range Planning; Housing; Conservation Committee.

Respectfully submitted,

John Paul Stimac

## **FACULTY SENATE FORUM**

### **EIU's FUTURE**

EIU is facing an emerging pattern of reductions in state funding that echoes patterns in other states where such cuts have been occurring for some time. The cuts to Illinois public higher education do not appear to be temporary or reversible. It would be wise to expect that state allocations will become increasingly smaller proportions of the resources to run the university. Public universities are becoming more dependent upon student tuition to support the costs of a student's education. Thus, enrollment changes will have a greater impact on the university than changes in the state allocation in the not so distant future. The faculty forum will allow for discussion among the constituencies on campus academic issues related to how to develop high quality academic programs and greater educational opportunities for our students and how to enhance EIU's image at the national, state and local levels.

#### **Academics:**

- 1) What are the characteristics of a "first choice" academic program?
- 2) What are the benefits to the students of participating in research/ creative activity, internship, and study abroad?
- 3) How do we increase student participation in additional educational experiences such as research/ creative activity, internship, and study abroad?

#### **EIU's Image:**

- 1) How do we heighten the University's state and national image?
- 2) How do we foster partnerships with industries and agencies across the state?
- 3) How do we strengthen relationships and partnerships with the local community?

***Date: February 21, 2006***

***Time: 2pm –4pm***

***Location: Charleston/Mattoon Room (MLK University Union)***

**All Constituencies are encouraged to participate in this important campus discussion.**

## **Research and Creative Activity Focus Group**

### Purpose

1. Evaluate the organization, funding, and promotion of research and creative activity at EIU.
2. Recommend improvements

### Starting Point

1. Faculty Senate report of March, 2000
2. Draft circulated informally during Fall, 2005

### Proposed Membership

1. Bonnie Irwin (Honors College)
2. Richard Sylvia (CAH)
3. Lisa Taylor (LCBAS)
4. \_\_\_\_\_ (CEPS)
5. Andy Methven (COS)
6. Bob Chesnut (RSP)
7. \_\_\_\_\_ (Faculty Senate appointment)
8. \_\_\_\_\_ (undergraduate student)
9. \_\_\_\_\_ (graduate student)

### Timing

Produce a report by end of Fall 06 semester.

### Possible Outcomes

Campus-wide advisory board (analogous to CGS)  
New funding options (no promises yet!)  
Improved coordination across the university  
Improved recognition of research and creative activity