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Faculty Senate

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FACULTY SENATE MINUTES

26 AUGUST 2014 meeting

(The 2014-2015 Faculty Senate agendas, minutes, and other information are available on the Web at: <http://castle.eiu.edu/facsen/>)

* Note: These minutes are not a complete verbatim transcript of the Senate meeting.

I. **Call to Order by Chair Sterling Sterling at 2:00pm (Booth Library, Room 4440)**

Present: J. Ashley, T. Burns, J. Conwell, M. Dao, C. Duncan-Lane, S. Eckert, J. Ludlow, M. Mulvaney, J. Oliver, J. Robertson, S. Scher, G. Sterling, D. Viertel, S. Ahmad (Student VP).

Guests: Provost Lord (AA), Dean Jackman (CEPS), C. Dearth (Admissions), D. Hernandez (DEN)

II. **Approval of Minutes of 29 April 2014**

Minutes from 29 April 2014 Senate meeting were approved. Motion made by Senator Conwell and seconded by Senator Ludlow. Senators Duncan-Lane, S. Eckert, D. Viertel abstained.

III. **Communications**

- a. Rough draft revisions: Senate Constitution and By-Laws
Scher – Constitution in good shape to present to the senate, bylaws still need work
Jeannie – Constitution – my mac version shows different sizes of fonts
Steve – let me open it up and compare. There are strike-throughs and deletions
Sterling – propose additional comments and suggestions. Future voting on the proposals
- b. University response to letter from UPC, re: Electronic portfolios - no specific comments
- c. E-mail from Jim Davis, re: IAB, plus IAB Final Report – printed copy here - .pdf copy available
- d. E-mail from Rebecca Throneburg, Re: Learning Goals – review the document attached
- e. E-mail from Cheryl Gilbert, Re: University Naming Committee – Fac Senate rep needed. Scher is willing to be re-appointed.
- f. E-mail from Cheryl Gilbert, Re: Presidential Search Consultant – faculty encouraged to be involved and be a strong voice in the process
- g. E-mail from Cynthia James (ISU), Re: CIUS meeting – meeting of reps from faculty senates from Illinois universities. Sterling cannot attend. James Conwell can.
- h. E-mail from Dean Jackman, Re: COTE openings – add to Fall 2014 special elections
- i. Other – Scher suggested introductions for benefit of new senators

IV. **Presentation to the Senate: Introduction of new admissions director – Chris Dearth**

Dearth - Thank you for the invite. Getting started. Lots of work to do. Started in admissions 13 years ago. Found my calling. Drawn to the profession. Getting better keeps me going everyday. Lots of great things going on at Eastern. Making internal changes to business practices. A few started prior to my arrival. Want to increase communication to more qualified students and develop a more comprehensive communication plan. This may

include sending letters of acceptance earlier. But at a certain point, admitted students want to start hearing from students and faculty.

Dearth - Was fortunate enough to work with a President from the Texas A&M system. I will tell it like it is when asked. Hosted students on campus from Urban prep in Chicago earlier this week. We want to get out to as many local schools as possible. Articulation is coming up – our staff will be all over the state visiting with high school counselors.

Ashley – reaching out to local schools? Yes – meeting with counselors at local high schools such as Charleston, Mattoon and Effingham.

Robertson – admission numbers for Fall 2014? – around the 10th day of semester we will know

Conwell – your #1 choice for more resources?

Dearth - holes in the communication plan – need more printed recruiting materials

Conwell – we lost the staff in charge of print materials? Who is in charge of this now?

Lord – primarily Stacia Lynch, Bob Martin, Chris Dearth, and Mary-Herrington Perry

Conwell – who has final say on a printed material?

Lord – VP Martin – but he will confer with the group

Conwell – I get worried when 3 people are in charge of something

Lord – situation demanded it

Dearth – good customer service so far from Marketing. Working with Stacia to develop brochures to send out different messaging at different times. Ex – cost and affordability. Stress it more before admittance.

Lord – Chris has advertising experience as well

Ashley – will you have more control over what the message is? ‘We are EIU’ is not working (we are smaller in enrollment)

Dearth – I don’t necessarily want 1 person driving 1 message. Campus involvement is needed, campus-wide development of the message

Ashley – based on your expertise and experience I am open to letting you drive it forward

Sterling – we will have a longer conversation about this after 10 day enrollment numbers

Sterling – any other comments/questions?

Dao – presidential consultant? Is it a new practice?

Sterling – no – for last presidential searches we have used it

Lord – for at least the last 3 presidential searches

Dao – presidential committee is formed internally plus consultant?

Lord – yes – back to Serles, Hencken, and Perry

Ashley – same consultants as in the past?

Lord – no, they come from a master list, but it needs approval from the EIU board

Sterling – emphasis in the past is for the external consultant to find people to apply for the position, and then the internal committee finalizes the process

Lord – 1st committee meeting will convene in a few days

Dao – what about in the past? I don't see presidential consultants come to campus in the past?

Sterling – not sure if consultants have come to campus in the past

Jackman – previous consultant came to campus and hosted meetings with campus constituents

V. Old Business

A. Committee Reports: Sterling - Any committee reports? We need to populate the committees. I would like to go down the list of comm and have someone who has served to discuss duties and then email me what committees you would like to serve on – ideally 3 on each

1. Executive = Sterling - no report. It is populated and functioning.

2. Nominations= Bruns – task of populating each nominated committee

Sterling – some faculty committees are elected – Elections Committee. Some faculty committees are nominated – Nominations committee

3. Elections = Ashley – recruit candidates for open positions on elected committees

4. Faculty-Student relations = Conwell – attend 1 or 2 meetings of the student senate, bring issues to/from student-senate

5. Faculty-Staff relations = Mulvaney – attend meetings, take info to senate, bring issues to/from staff senate

6. Awards = Dao – 2 awards – Distinguished Fac & Luis Clay Mendez Service award – publicize, recruit nominations, select award winners, 1 is in the fall and 1 is in the spring

7. Faculty Forum = Ludlow – plan two fora – 1 fall, 1 spring – organize a forum around topic of campus interest, plan-organize-implement-evaluate

8. Budget transparency – Sterling – examines university budget – try to help faculty understand how \$ is being spent, raise concerns about how \$ is being spent

9. Constitution/Bylaws = Sterling - reviewing existing organizational documents

10. Committee on Committees = Bruns – evaluating what committees are or are not needed, review our processes

Sterling = large # of committees exist but don't actually meet. Does a committee need to be eliminated? Should it be functioning?

Viertel – are the last two mentioned ‘ad-hoc’?

Sterling – yes, as well as the budget transparency comm

Scher – 31 committees listed for nominations comm to populate

Sterling – in addition to the elected committees

Jemie – do some committees exist to get more colleagues to engage?

Sterling - yes

Conwell – last year we had some schedule conflicts with some senators. Do we have same issue this year?

Sterling – usually bigger problem with schedules in the Fall. Senators don’t communicate before the start of the semester with department chairs.

Ashley – the fall schedule is in place prior to Spring elections

Conwell – is it a problem this semester?

Scher – probably not – there are 13 of us here today

Sterling – my request is that you send me email with committees you are willing to serve on

11. Other Reports:

a. Provost’s Report – Not too much to report. In communication with Dr. Fritz – so far excellent start to semester – 1 missing in action faculty, grew to 3 on Monday. Resolved those issues. Delivered self-study to NCA yesterday. 1st conference call with Dr Cathy Gilbert. Starting to work on logistics of NCA visit. Visit is Oct 20-21-22. I have read the report cover-to-cover. Fredrichs, Augustine, and Stowell did most of the authoring & editing.

Enrollment management advisory committee will start meeting again.

Brief comment on enrollment #s – we will have final #s after the 10th day. Total enrollment will be down. We have graduated large classes. # of seniors is reducing. UoI and ISU reduced admission requirements – impacting our new freshmen numbers. Chris Dearth is the right person to help us solve this issue. Only UoI and ISU are likely to see increases in new freshmen enrollments. Smaller HS class and JUCO transfers are some reasons, reduction in # of teaching jobs and teacher prep students are impacting us.

Conwell – has actual \$ invested in admissions staff increased or stayed flat?

Lord – increased – we created budget that fully funds admissions. We are fully staffed in admissions.

Conwell – that does not necessarily mean the office is fully staffed. Do they have the body count to go to Chicago to do the job?

Lord – are admissions staff size is average compared to peer institutions. Lou Hencken agreed

Conwell – every 1 student we don’t get, that’s \$10K EIU does not get.

Lord – I believe we have a reasonably sized admissions staff

Ludlow – any idea about dept budgets will be available?

Lord – not this week. Hopefully next week. Running a little 'blind' at the moment. Using projections.

Ashley – related to dept budgets – do we still have TRM?

Lord – yes

b. Other – no other reports

B. Other Old Business:

* Sterling – we need to vote on naming committee rep from fac sen. Scher did it last year, willing to do it again. Develop naming opportunities for the university.

Ashley – back to naming? Not brand champions any more?

Sterling – no – different initiative.

Sterling – not seeing others willing. No vote necessary. Senator Scher – you are re-assigned.

Scher – I am willing to do it

VI. **New Business**

A. Future Agenda: Fall meeting dates: September 9 (CAA?); September 23; October 7; October 14 (adjusted due to NCA visit); November 4; November 18; December 2.

Sterling – we need to set the agenda for meetings throughout the term. Oct 14 instead of Oct 21. We invite people to most meetings, if not all of them. Suggestions on who to invite? Topics to be discussed?

Sterling – CAA has asked to attend to talk about learning goals initiative. Jim Davis from IAB has offered to attend. Several senators have identified admissions/enrollment. Some have suggested reps from presidential search comm later this semester.

Scher – yes to Jim Davis and IAB. Topic – IAB select their own faculty reps – only board/comm on campus that does that.

Viertel – it is externally mandated by the NCAA. We couldn't promise IAB diversity of reps from campus.

Ashley – if it was an elected position, it would be different.

Scher – IAB is in the bylaws as an appointed comm. Fac Sen could do as well as IAB in recruiting diverse pool of candidates for IAB. Relationship of athletics to academics is continuing issue. Changes coming from NCAA. Self-selecting process within IAB may be problematic. Needs to be discussed at senate

Sterling – other suggestions? CAA tentatively is coming next meeting. Too early to invite back admissions director. I will look at other possibilities and dates for your ideas. Send me an email.

Ashley – any outcome or decision from program analysis?

Sterling – CUPB approved individual recommendations from sub-comm, but did not try to put them together in coherent doc (recs accepted but not endorsed). CUPB failed to reach that point. Those recs went forward to the

president. Pres Perry presented and proposed some recs to EIU Board, and committed to work on them this year. That is where we are at.

Ashley – maybe Pres Perry is invited to speak on this?

Lord – typical to have President Perry speak on this

Scher – very important topic that needs to be addressed

Conwell – as well as ratio of Unit A to Unit B faculty – I would like to discuss this in a Fac-Sen meeting

Ashley – the ratio depends on department.

Ludlow – we have lost 11

Conwell – what do we want the ratio to be? In physics student numbers have tripled but Unit As can only teach upper division. I am on sabbatical. It comes to a point where the faculty situation becomes fragile in a department.

B. Other New Business – no

VII. Adjournment – Meeting adjourned at 3:00 pm.