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FACULTY SENATE MINUTES FOR NOVEMBER 30, 1999 (Vol. xxix, No. 13)

The 1999-2000 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 2504 Buzzard, and at 315K Coleman.

Faculty interested in serving as owner for the Faculty Senate list serve should contact James Tidwell (Journalism).

I. **Call to order by Bonnie Irwin at 2:03 p.m. (2504 Buzzard Building)**

Present: J. Allison, R. Benedict, J. Best, G. Canivez, J. Coons, C. Eberly, P. Fewell, B. Fischer, G. Foster, B. Irwin, G. Lockart, N. Marlow, J. Tidwell, M. Toosi, B. Young, K. Bielenberg, G. Kelly, B. Mazurski. Guests: T. Abebe, J. Maholy, F. McCormick.

II. **Approval of the minutes of November 16, 1999**

Motion (Lockart/Fewell) to approve the minutes of November 16, 1999.

Yes: Allison, Benedict, Best, Canivez, Coons, Eberly, Fewell, Fischer, Foster, Irwin, Lockart, Marlow, Tidwell.
Abstain: Toosi.

III. **Communications**

- A. Senate materials from 1996 and 1994 received from Bill Wittsman regarding grading deadlines. Agenda and minutes from 10 September 1996 when Wittsman and Harvey came to Senate; 1994 task force report and related corresponded.
- B. Memo from Oona-Margaret Burke, student, regarding murals on campus, 5 November 1999. Suggests we can beautify campus by painting murals in classroom buildings.
- C. Council on Academic Affairs minutes, 11 November 1999. Vote on Gen Ed was delayed until 11-18 meeting; revised prerequisites for accounting courses approved; new course approved, FIN 2710, Survey of Finance; revision of business minor approved; change in requirements for journalism major approved; JOU 3002, Introduction to Copy Editing, changed to JOU 2901; revision of Pre-law Studies Minor approved.
- D. E-mail from Sue Harvey, Records, regarding posting of summer grades, 16 November 1999. Beginning Summer 2000, Intersession and 4-week 1 grades will be posted at the end of each of those sessions. 4-week 2 and 8-week grades will be posted at the close of the summer term.
- E. Committee for the Assessment of Student Learning minutes, 16 November 1999. Discussion items: new course proposal formats for new and revised general education courses; faculty senate forum.
- F. E-mail from Anne Zahlan regarding Sanctions and Terminations Committee, 18 November 1999. Dr. Zahlan will be on sabbatical and her alternate will need to fill in during Spring 2000 semester. Senate also needs to look into replacement for Dr. Walker on this committee.
- G. Memo and attachments from Dan Klingenberg regarding Textbook Rental Service, 18 November 1999
- H. Memo from Dorothy Hart, retired faculty member, regarding Textbook Rental Service, 20 November 1999

IV. **Old Business**

- A. Committee Reports
 1. Executive Committee. The Senate welcomed Dr. Canivez as a new member to Senate. The Committee did not meet on November 18; it is scheduled to meet this week. Chair Irwin has been in touch with the President via e-mail with questions about the planning process.
 2. Elections. Lankford Walker was elected to the Sanctions and Terminations Committee as a write-in candidate; there were no alternates running. This leaves a vacancy on this committee from LCBAS. Under these circumstances, there needs to be a Dean appointment. In the case of Anne Zahlan, she was elected at-large. Although she will be on sabbatical, she may choose to remain as a member of the committee.
 3. Search Committees. Graduate Dean interview schedules and bios were distributed today. There are several very good candidates. Faculty are encouraged to go to the faculty open sessions. The search committee was commended for acting so quickly. Asst. Dir of Financial Aid candidates will be on campus this week and next week. Hopefully, one of the three will be contacted and offered the position by the end of the semester. Rec Center Director candidates will be interviewed during the last week of school and finals week. Candidates for University Counsel have been narrowed down to eight for telephone interviews. Probably four people will be brought on campus in January.
- B. Senate List Serve. The Senate is still seeking volunteers for a "keeper" of the List Serve.
- C. Survey Results. The last time the Senate looked into concerns regarding the due date and time for grading reports, the concerns were centered on when the grades needed to be posted. Various entities

on campus want the grades posted as soon as possible (teacher certification, students in academic trouble, etc.) They are looking into different ways to automate the process, but that will not change the posting due dates. This is more of a calendar issue. The Senate will take this under consideration and discuss it more thoroughly next semester. Discussion points included the following:

- The grades are due on Friday; they are posted on the following Monday. The staff often work through the weekend to get this done.
 - There are important matters of academic responsibility central to our mission. It is hoped that Wittsman and Harvey will visit Senate to discuss these matters.
 - Senate needs to communicate with the calendar committee. The whole calendar is driven by the state track events.
 - In the College of Education and Professional Studies there are certification issues that must go forward. It takes time for teacher education certification. Everything has to be in by January 1. Our students would be penalized if grades were not posted in time.
 - When we went to a 1-week break at Thanksgiving, we lost some freedom in scheduling finals. If, for example, the semester ended on Wednesday, we could start finals on Friday and Saturday. The Senate will also arrange for a presentation by the calendar committee early next semester.
- D. Textbook Rental Service. In regard to both this issue and the previous one, Chair Irwin proposed that the Chairs of Faculty Senate pass on all reports, correspondence, etc. to their successors. Chair Irwin distributed the textbook rental policies and other relevant materials.
- E. Planning Process. The Executive Committee has not had a chance to talk with the President about this. Chair Irwin did ask the questions Senate raised in an e-mail to the President. She has also requested that Jill Nilsen and Julia Abell attend next week's Senate meeting. Proposed questions for Nilsen and Abel include:
- Who initiated the changes in the planning process (the revision)?
 - What formal process of approval took place resulting in any plans to implement the document?
- A vote was taken on the motion from last week's meeting:
Motion (Allison/Coons) that the President consider the new planning model open to revision until the Faculty Senate can provide open discussion and consultation.
Yes: Allison, Benedict, Best, Coons, Eberly, Fewell, Fischer, Foster, Irwin, Lockart, Marlow, Tidwell, Toosi, Young. Abstain: Canivez.
- F. Fall Forum. The subcommittees will report at next week's meeting.

V. **New Business**

- A. International Student Fees. This will be discussed next week; there are a number of people who have expressed interest in attending for this discussion. Chair Irwin has also invited Acting Dean Augustine.
- B. Other Future Agenda Items. The planning process and the fall forum will also be discussed. The invitation for Laible and Cain has been deferred to Spring Semester, sometime in February.
- C. Gary Kelly apologized for the DEN report that called him the organizer of the International Tea.

VI. **Adjourn at 2:40 p.m. (Toosi)**

Respectfully submitted,
Nancy D. Marlow, Recorder