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Minutes

Faculty Senate

1-20-1998

January 20, 1998

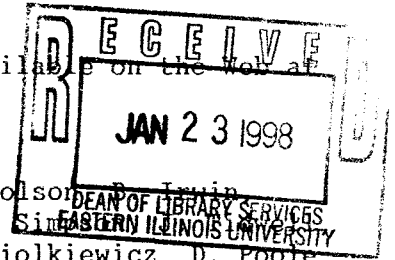
Faculty Senate

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I. CALL TO ORDER BY GAIL RICHARD AT 2:03 p.m.

Present: J. Allison, C. Eberly, G. Foster, N. Furumo, R. Gholson, D. Irwin, G. Lockart, N. Marlow, H. Nordin, G. Richard, J. Schmidt, J. Simpson, L. Walker, A. Zahlan. Guests: F. Fraker, J. Nilsen, J. Niziolekiewicz, D. Poole

II. APPROVAL OF THE MINUTES OF JANUARY 13, 1998.

A motion (Walker/Tidwell) to approve the minutes of January 13, 1998.
Yes - Allison, Foster, Furumo, Gholson, Irwin, Lockart, Marlow, Nordin, Richard, Schmidt, Simpson, Tidwell, Walker, Zahlan.

III. COMMUNICATIONS

- A. Letter from L.E. Crofutt regarding the Botany Dept.
- B. Agenda + Meeting Materials - BOT Meeting on 1/26/98
- C. Campus Improvement Project Status Report #1 - Food Court Update
- D. Flyer announcing guest lecture by Congressman Poshard-1/21/98
- E. Memo from J. Speer regarding the need for coffee for the Senate meetings
- F. E-mail from R. Dow regarding a Faculty Senate Retirement Reception
- G. Minutes - COS Curriculum Committee - 12/4/97
- H. E-mail from C. Nichols regarding the search for the Radio/TV Manager position.
- I. L. Walker apprised the Senate of the May 15, 1997, audit report that identified specific audit findings.
- J. A. Zahlan noted that in the 1/16/98 University Newsletter the composition of the Internal Auditor Screening Committee was announced.

IV. OLD BUSINESS

- A. Administrative Performance Appraisal Process
French Fraker reported that the process to develop an appraisal instrument for all administrators on campus started in 1995. The committee looked at a number of appraisal instruments from other universities in developing the instrument for Eastern. The model that will be used is a 360 degree model which means that the process will include feedback from peers, direct reports, supervisors, self, and others, as appropriate. Questions that were raised in the discussion were:
 - *Will this develop into a "score" for the administrator?
 - *What was the basis for the selection of the areas covered?
 - *Do the questions describe what the administrator does?
 - *Who determines how to use the feedback?
 - *Is there a limit on the number of raters for each administrator?
 - *Is there any weighting of the responses from the different feedback sources?
 - *If the person being evaluated can select who completes the appraisal instrument, can this be an accurate appraisal of the administrator's work?

MOTION (Tidwell/Allison) Every direct report to the administrator being evaluated should have the opportunity to complete the performance appraisal instrument.

Yes - Allison, Eberly, Foster, Furumo, Gholson, Irwin, Lockart, Marlow, Nordin, Schmidt, Simpson, Tidwell, Walker, Zahlan. Abstain - Richard

The President's Council will make the final decision on the appraisal instrument and the date when the instrument will be utilized on campus. It is anticipated that this instrument will not be used until AY 98-99.

- B. Update on the Legislative Liaison - J. Nilsen had to leave the meeting so she will report at the 1/27/98 Faculty Senate meeting.

C. Committee Reports

1. NOMINATIONS COMMITTEE & LIAISON COORDINATOR - L. Walker is calling chairs of Senate appointed committees to remind them of the need to have operating procedures in place and to send these and committee meeting minutes/actions to him. The Affirmative Action Advisory Board is now the Cultural Diversity Advisory Board.
2. ELECTIONS COMMITTEE - J. Tidwell reported that he should have a complete list of all positions open by 1/27/98.
3. FACULTY-STUDENT RELATIONS COMMITTEE - No report
4. FACULTY-STAFF RELATIONS COMMITTEE - No report
5. COMMITTEE ON COMMITTEES - N. Furumo - no report
6. EXECUTIVE COMMITTEE - Meetings for the Spring Semester are scheduled for January 29, February 12, February 26, March 12, March 26, April 9, and April 23 from 10:30 - 11:30 a.m.

D. Other Old Business

1. Update on Technology Resource Staff for each college. J. Tidwell reported that all colleges had responded to him and each has made preliminary plans for the position.
2. Radio/TV Station Manager Search Committee - G. Richard reported that C. Nichols had responded to her via e-mail and that the original search was closed because of the process and the pool of candidates. A new search will begin in the near future with A. Skelton as chair of the committee.
3. Plan for Development & Fund Raising - G. Richard reported for J. Nilsen indicating that there was no plan in place at the present time. There is a meeting this week so information should be available at the 1/27/98 Faculty Senate meeting.

V. NEW BUSINESS

A. Agenda Items


1. Update from the Director of Athletics- Dr. Rich McDuffie, 1/27/98
2. Update on Illinois Articulation Initiatives & University Studies-2/3/98 (tentative)
3. Review of Constitutional Planning Process - unspecified
4. Information about the Auditors Report (M. Olson)
5. J. Allison asked if there had been a change in the Partnership for Excellence Program. J. Simpson indicated that this was a grant program and the grant was not renewed. J. Craft could provide additional information about the status of the program.

B. Other New Business

1. Faculty Retirement Reception
MOTION (Allison/Nordin) that Faculty Senate hold a reception for faculty retirees. The vote on this motion was postponed so that Senators could get feedback from the faculty on this issue. (Last year the retirees were honored at the university retirement dinner and there was no reception sponsored by the Faculty Senate.)
2. State of the University Address - Date to be determined. It will probably be in March on Monday or Wednesday afternoon to accommodate President Jorn's Tuesday & Thursday teaching schedule.

VI. ADJOURN - 3:52 p.m. (Walker)

Respectfully submitted,


Joan K. Schmidt, Recorder