

# Grand Valley State University

## Executive Committee of the Senate

### Minutes of October 3, 2008

**Present:** David Bair, Teresa Beck, Yatin Bhagwat, Lawrence Burns (Vice Chair), Joe Godwin (ex officio), Jon Jellema (ex officio), Sharon Leder, Paul Leidig, Nancy Levenburg, Kristine Mullendore (Chair), Harvey Nikkels (for Robert Hendersen), Tonya Parker (for Brian Hatzel), Ellen Schendel, Steven Schlicker, Robert Schoofs, Autumn Trombka, Kathleen Underwood

**Guests:** Robert Adams, Katie Clark, Kurt Ellenberger, Catherine Frerichs, Tamara Rosier, Donijo Robbins, John Stevenson, Andrew Topper, Ellen Yezierski

The meeting was called to order at 3:07pm

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of October 3, 2008 was reviewed.	The agenda of October 3, 2008 was approved as amended.
2. Approval of Minutes	There were no Minutes for review	
3. Report of Chair	<p>a) The Chair reported that the 2010 Strategic Planning Committee will continue its work and will at some point be renamed the 2015 Strategic Planning Committee. A smaller work group will be formed to draft a plan to enable continuous feedback and identify points where necessary updates and revisions can be made through 2015. In addition, during 2008-9 Colleges and the University Libraries will be asked to update their strategic plans to integrate the changes made during 2007-8 to refresh University Strategic plan and during 2009-2010 similar integration will occur at the unit level.</p> <p>b) The Chair reminded ECS members that the NCA re-accreditation site visit is scheduled for next week and that the University Academic Senate is on their schedule for Tuesday, October 14 in 2227 Kirkhof Center beginning at 3:00pm. She urged everyone who could attend to do so.</p> <p>c) The Chair reported she attended a University Leadership Team (ULT) meeting on September 29 where the discussion topics were EDPAC report and the NCA site visit.</p> <p>d) The Chair reported that the Faculty Handbook Task Force continues meeting on a regular basis and is making progress. She further reported that the recommendation will be to have a dramatic reduction in the volume of material included in the <u>Faculty Handbook</u>.</p> <p>e) The Chair reported that the revised Final Plan for the Applied Linguistics Minor will be distributed when it is received and that she intends to have it on the agenda for the November 7 UAS meeting.</p>	

	<p>f) The Chair reported that the</p> <ul style="list-style-type: none"> <li>▪ Final Plan for the Archeology Minor has been approved at the FSBC;</li> <li>▪ AWRI proposal is currently under review at FSBC;</li> <li>▪ Final Plan for the Cell and Molecular Biology department was supported at UCC and will be forwarded to FSBC</li> <li>▪ Prospectus for a Biomedical Engineering Minor is under consideration at UCC and shall be forwarded to FSBC soon.</li> </ul> <p>g) The Chair reported that the Academic Standards and Policies Committee (ASPC) representation scheme requires a faculty member voted by and from UAS. By consensus, Harvey Nikkel was approved at the representative as he already serves on the ASPC and is a UAS member.</p>	
<p>4. Report of Provost</p>	<p>No Report</p>	
<p>5. Report of Student Senate</p>	<p>A question was raised from the floor about an article in The Grand Rapids Press regarding \$23 million in Grand Valley assets held at Wachovia Bank that are frozen because of that banks economic collapse. In response, Joe Godwin stated that he was unaware of the article but the university is financially sound.</p> <p>a) Student Senate President Ms. Trombka reported that Monday, October 6 is the voting registration deadline. She further reported that presentations on the absentee ballot option are being held in the dorms. The Student Senate is continuing to work on acquiring shuttle service to the polls on election day.</p> <p>b) Ms. Trombka reported that the Student Senate is working to ensure there is adequate student representation at the NCA Site Visit meetings.</p>	
<p>6. Report from Committees/Task Forces</p>	<p>a) Kathleen Underwood presented an update on the two receptions scheduled for faculty members hired within the last two years as a way to introduce them to the faculty senate and invite them to engage in Faculty Governance. The first meeting is scheduled on Thursday, October 30 from 4pm to 6pm on the Allendale campus; the second meeting is scheduled on Wednesday, November 5 from 4pm to 6pm in Grand Rapids. The room locations will be announced when confirmed.</p> <p>b) The Faculty Salary and Budget Committee (FSBC) recommendation to increase the overload compensation which was distributed earlier was discussed. The FSBC recommendation asks that the language in Section 2.23.1.B Salary Administration in the <i>Faculty Handbook</i> (Section</p>	

4.03 in the Administrative Manual) extra compensation rate be amended as follows:

*"Faculty who teach courses outside of and in addition to their normal full-time responsibilities shall be paid at the rate of \$1,000, at a minimum, per credit. This amount shall be appropriately prorated for teaching more than or less than three credits or where responsibility is shared with other faculty."*

It is understood that any changes would require approval by the Board of Trustees.

A motion was made and seconded to support the Faculty Salary and Budget Committee recommendation to increase the overload compensation and forward the recommendation to the University Academic Senate.

c) The Faculty Salary and Budget Committee Annual Salary Adjustment recommendation that was distributed earlier was discussed. The FSBC Chair Donijo Robbins presented an overview of the material.

A motion was made and seconded to support the Faculty Salary and Budget Committee Annual Salary Adjustment recommendation and forward the recommendation to the University Academic Senate.

d) The University Curriculum Committee (UCC) recommendation to change the language in Section 2.04.A.9 that was distributed earlier was discussed. The UCC Chair, Robert Adams, presented an overview of the changes requested. The proposed language would read:

*"After a course change proposal arrives for review at UCC it will be handled in the following manner. If the course is a prerequisite for a course in another college or part of a degree requirement for another college, the course change proposal will be reviewed by UCC. If it is not a prerequisite for a course in another college or required by another college, and at least 30 days has elapsed since the proposal was approved by the unit of origin, then the course change proposal will be automatically approved by UCC at its next regular meeting and be forwarded to the Provost for approval. Up*

**MOTION:** The Executive Committee of the Senate supports the Faculty Salary and Budget Committee recommendation to increase the overload compensation and forwards the recommendation to the University Academic Senate.  
**APPROVED Unanimously.**

**MOTION:** The Executive Committee of the Senate supports the Faculty Salary and Budget Committee Annual Salary Adjustment recommendation and forwards it to the University Academic Senate.  
**APPROVED Unanimously.**

until its approval, any faculty member can request the UCC to review a course change proposal."

A motion was made and seconded to support the University Curriculum Committee recommendation and forward the recommendation to the University Academic Senate.

**MOTION:** The Executive Committee of the Senate supports the University Curriculum Committee recommendation and forwards it to the University Academic Senate.  
**APPROVED Unanimously.**

e) Tamara Rosier presented an overview of the Student Evaluation of Teaching (SET) Task Force Report and identified the charge, the process and status of task force report presented to Provost Davis. The ensuing discussion centered on the conclusion of the SET Task Force which states:

*"The Task Force on Student Evaluation of Teaching recommends that the university not adopt the widespread use of available instruments at this time because there is a lack of understanding at Grand Valley regarding the use and purpose of SETs. SETTF recommends that the university community clarify the purpose of student evaluations, define common values and analyze the function of SETs."*

A motion was made and seconded to support the Student Evaluation of Teaching Task Force Report and forward it to the University Academic Senate with a recommendation that the report is more widely disseminated.

**MOTION:** The Executive Committee of the Senate supports the Student Evaluation of Teaching Task Force Report and forwards it to the University Academic Senate with a recommendation that it is more widely disseminated.  
**APPROVED Unanimously.**

Upon additional discussion, it was agreed by consensus to create a smaller working group consisting of members of ECS to create a plan on to present this information to UAS with prioritized target areas.

The members of the working group are Kristine Mullendore, Lawrence Burns, Sharon Leder, and Steven Schlicker. Representatives from the Faculty Teaching and Learning Center Advisory Committee will be consulted as needed.

<p>7. Old Business</p>	<p>a) There was brief discussion on the ECS Agenda Items for 2008-09 which were prioritized for action by the Chair and Vice Chair.</p> <p>b) The ECS/UAS meeting time slot of 3-5pm on Fridays was briefly discussed. There will not be a change in either the date or time of the meetings.</p>	
<p>8. New Business</p>	<p>a) The Prospectus for a Reorganization of the College of Education which was distributed earlier was discussed. An overview of the proposal and the historical background was presented.</p> <p>A motion was made and seconded to forward the Prospectus to the UCC and FSBC for their action.</p> <p>b) The Chair reported on concerns brought to her attention by some standing committee chairs regarding service on UAS governance bodies. Specific concerns include the disruption to committee work when the election practices regularly provide that faculty members switch at the semester break; colleges not being adequately represented if representatives don't attend meetings; and, how to address the problem of smaller colleges not having enough faculty members to serve on all the committees asking for representatives. The ECS representatives are asked to solicit feedback on this issue from their colleagues.</p> <p>c) The Chair reported that Dan Vaughn has agreed to convene the start-up meeting to plan the Winter Forum on Academic Integrity. Other members include Ginger Randall, Marie McKendall, Colleen Lyon, Jodi Tyron, and Student Senate Representative Katie Cross.</p> <p>The ECS meeting scheduled for Friday, October 10, 2008 is canceled.</p>	<p><b>MOTION:</b> The Executive Committee of the Senate forwards the Prospectus for a Reorganization of the College of Education to the University Curriculum Committee and the Faculty Salary and Budget Committee for their action. <b>APPROVED Unanimously.</b></p> <p>The members of the Executive Committee of the Senate are asked to solicit feedback from their colleagues on how to address the concerns raised.</p>
<p>Adjournment</p>	<p>The meeting adjourned at 5:04pm.</p>	