

Grand Valley State University

Executive Committee of the Senate

Minutes of December 02 , 2005

PRESENT:

Charles Baker-Clark (for Kristine Mullendore), Gayle Davis (ex officio), Kurt Fanning (for Yatin Bhagwat), Rob Franciosi (Chair), Rita Grant, Bill Hosterman, Paul Leidig, Jean Martin, Jean Nagelkerk (ex officio), Steve Nizieski (for John Bender), Karen Novotny (Vice Chair), John Peck, Ellen Schendel, Robert Schoofs, Kathleen Underwood, Jeroen Wagendorp, Don Williams

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of December 2, 2005 was reviewed.	The agenda of December 2, 2005 was approved.
2. Approval of Minutes	The minutes of November 11, 2005 were reviewed.	The minutes of November 11, 2005 were approved, as amended.
3. Report of Chair	<p>a) The Chair reported that he and the Vice Chair met with President Murray who identified the hiring of faculty, and updating facilities in Allendale, specifically the science labs, as priority items. The Chair reported that President Murray was appreciative of the tone of the meetings on Medical Benefits.</p> <p>b) The Chair reported that he met with the Dean of Graduate Studies and Grants Administration to discuss how the Graduate Council, and its policy subcommittee and curriculum subcommittee tie in with Faculty Governance.</p> <p>c) The Chair met with the Academic Standards and Policy Committee to discuss the policy on repeating classes numerous times and what limit, if any should be imposed.</p> <p>d) The Chair reported that the two forums on faculty workload were well attended.</p> <p>e) Representatives are still needed for the Center for Excellence in Scholarship and Creative Activities from the Arts and from Research & Development. The names of nominees can be forwarded to the Chair; if enough names are not received the chair will recommend a slate of names to be voted upon.</p>	
4. Report of the Provost's Office	<p>a) Provost Davis reported that 700-level courses are needed for the Educational Specialist in Leadership Degree Program due to the nature of the courses involved.</p> <p>b) Provost Davis reported that the 2006-2007 schedule is currently being developed.</p>	
5. Report of Student Senate	No Report	
6. New Business	a) <u>Prospectus and Final Plan Task Force</u>	

<p>John Peck reported on draft recommendations of the Prospectus and Final Plan task force. The proposed process would be more streamlined than in the past. Steps include:</p> <ol style="list-style-type: none"> (1) Author of proposal confers with Unit Head, Dean, and College Curriculum Committee, library, and informational technology (and others as necessary) to produce a final plan with a full budget. The "prospectus" stage would be eliminated. (2) Dean discusses product with Provost. Product still considered a draft and can be reviewed & revised by FSBC, ECS, UCC and GES/GC. (3) Product moves to Governance via UCC and FSBC (4) Product referred to ECS (5) Product referred to UAS (6) Product referred to Provost's Office (7) Product referred to President's Office (8) Product recommended to the Board of Trustees for approval to implement. <p>Dr. Peck reported that the task force also recommended a name change of the product from "Final Plan" to "Program Plan."</p> <p>How the proposed changes relate specifically to UCC and the online curriculum development submissions need to be discussed with Dr. Nancy Giardina.</p> <p>b) <u>Faculty Workload Fora</u> The Faculty Workload Fora were discussed. Topics raised as having an impact on determining an individual's workload include:</p> <ul style="list-style-type: none"> ▪ Advising loads, class size, the amount and type of grading, the amount of written work demanded of students, the amount of preparation required. ▪ Teaching a new class for the first time; appropriate pedagogical style. ▪ Laboratory, studio, clinical contact hours associated with a class versus credit hours ▪ Time spent on the supervision of interns, independent studies students, or work on international projects ▪ Whether a course is undergraduate or graduate; coordination 	<p>The impact of the proposed changes on curriculum development UCC submissions on-line need to be discussed with Dr. Nancy Giardina.</p>
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	<p>of WRT 305 exams or theme courses</p> <ul style="list-style-type: none"> • Teaching for Honors, with 6 contact hours but 3 credit hours • Service on committees <p>Emphasis was placed on the role of the unit head in equalizing workload.</p> <p>FPPC will investigate other university models and present a recommendation to ECS for review. Individual departments are encouraged to develop their own criteria and set standards based on their particular needs. During the annual performance review each spring, future expectations should be developed, discussed, and agreed upon with faculty.</p> <p>c) Gwenden Dueker will be invited to the December 9, 2005 meeting to discuss the maternity leave policy of the university.</p> <p>d) The review and approval of new college governance structures need to be addressed in Winter 2006 to ensure they are included in the Faculty Handbook.</p>	
7. Old Business	a) Communication between UAS and faculty	No Discussion
8. Strategic Goals	<p>a) <u>Faculty Life</u> Ensure fair and equitable workloads Enhance faculty authority within University Generate tangible ways to encourage new ideas and initiatives</p> <p>b) <u>Communication</u></p>	

9. Adjournment	Coordinate & showcase existing faculty resources Improve communication between governance and faculty Examine structures of governance to see what works and what doesn't		
The meeting adjourned at 4:55 pm			