

# Grand Valley State University

## University Academic Senate

### Minutes of April 10, 2009

**Present:** Kirk Anderson, David Bair, Charles Baker-Clark, Dan Balfour, Teresa Beck, Yatin Bhagwat, Matt Boelkins, Agnes Britton, Shawn Bultsma, Lawrence Burns (Vice Chair), Lee Copenhaver, Gayle Davis (ex officio), Sigrid Danielson, Kurt Fanning, Roger Ferguson, Julie Garrison, Joe Godwin (ex officio), Jennifer Gross, Robert Hendersen, Jon Jellema, Paul Leidig, Nancy Levensburg, Neil MacDonald, William Morrison, Kristine Mullendore (Chair), Harvey Nikkel, Mel Northup, John Beck (for Wally Boeve), Paul Plotkowski (ex officio), Ross Reynolds, Dawn Richiert, Jim Sanford, Ellen Schendel, Steven Schlicker, Robert Schoofs, Wanxiao Sun, Autumn Trombka (Student), Marlen Vavrikova, Deana Weibel, Roger Wilson, Roy Winegar

**Guests:** President Haas, Cindy Mader, Curtis Smith, Jon Stevenson

The meeting was called to order at 3:05

Agenda Items	Discussion	Action/Decisions
1. Approval of Agenda	The agenda of April 10, 2009 was reviewed.	The agenda of April 10, 2009 was approved as amended
2. Approval of Minutes	The Minutes of March 13, 2009 were reviewed.  The Minutes of March 27, 2009 were reviewed.  The Minutes of April 3, 2009 were reviewed.	The Minutes of March 13, 2009 were approved. The Minutes of March 27, 2009 were approved. The Minutes of April 3, 2009 were approved.
3. Comments from President Haas	President Haas announced that the Michigan ACE Network has chosen Provost Gayle Davis to receive the 2009 Distinguished Woman in Higher Education Leadership Award. The award will be presented at the ACE Network annual conference luncheon on Tuesday, June 9th at Michigan State University's Henry Center.  After brief remarks, President Haas addressed questions from the floor. He also announced that 19.7 million dollars have been raised through the GVSU <i>Shaping our Future</i> campaign for the new Library Learning Center.	
4. Report of Chair	a) No report.	
5. Report of Provost	a) Provost Davis reported that over the summer months her office will review and unify the various comments from the "Conversations with the Provost" meetings. Provost Davis further reported that General Education initiatives will be reviewed as well.	
6. Report of Student Senate	a) Student Senate President Autumn Trombka reported that the Student Senate is wrapping up a successful school year.	



7. Committee and Task Force Reports

a) The changes made to the Unit Head / Dean's responsibilities document from the Faculty Handbook Task Force that was distributed earlier were discussed. The Chair noted one correction suggested via email prior to the meeting that it should return to the language including the Provost in the chain of authority in the first paragraph.

Hearing no objection voiced, the revised document is adopted by UAS and will replace the 1983 version in the Faculty Handbook.

b) Dr. Paul Leidig distributed a written summary of his work over the past year as GVSU's NCAA Faculty Athletic Representative and provided a summary of the highlights of the year.

c) The FPPC Proposed revisions to Faculty Handbook policy on eligibility to vote in personnel actions that was distributed earlier were discussed, including the changes noted below.

**2.10.6 Individual Unit Procedures**

A. Eligibility to Vote. For purposes of Sections 2.10.6 and 2.10.7, the unit regular faculty who are eligible to vote on personnel actions shall be: 1) faculty who are tenured and 2) ~~for actions involving contract-renewal-only-tenure track faculty who are one (1) year prior to their tenure consideration year for actions involving contract renewal only.~~ Unit regular faculty who are ineligible to vote on the personnel action under consideration shall participate in the unit procedures as provided in Section 2.10.7 ~~but must leave at up to the point when the candidate is required verified to leaves the meeting room.~~

**2.10.7 Unit Personnel Actions**

B. Unit Meeting and Unit Vote

*(2<sup>nd</sup> paragraph)*

This meeting will begin with a unit discussion on the personnel action under consideration. This discussion will provide an opportunity for questions, exchanges of opinions, and discussion. At the conclusion of the unit discussion the candidate ~~and those ineligible to vote will leave the meeting room.~~

*(4th paragraph)*

At least two thirds of the members of the unit regular faculty must be present for a valid vote on a motion regarding a personnel action to be taken. For the purpose of determining the required quorum or

**MOTION:** The University Academic Senate approves the proposed revisions to Duties and Authority of the Unit Head document for insertion in the Faculty Handbook.  
**APPROVED Unanimously**

majority, the count of the number of the members of the unit regular faculty will not include the candidate, those ineligible to vote on the personnel matter under consideration, or those absent because they are on sabbatical or approved leave of absence or those with a Conflict of Interest.

- There were some other things that were discussed, including:
- after the first review TT faculty can be present, but not vote
  - removal of untenured faculty from the denominator, if they wish not to vote
  - the need for clarity on how this is to be implemented (gradual introduction - a phased roll out of sorts)
  - the need for clarity on larger principles and the development of a process designed to protect and best serve those principles with integrity
  - the need to address the inherent conflict of interest issues.

The FPPC recommendations on eligibility to vote in personnel actions will be included as an agenda item at the ECS summer retreat to create materials and supporting documents that can be shared with colleagues. A small work group consisting of AVP Jon Jellema, University Counsel, the Chair of FPPC and the Chair and Vice Chair of ECS/UAS will also meet over the summer.

8. New Business

a) The four prospect/waivers of Final Plans from the College of Education for M.Ed programs in: Instruction and Curriculum; Literacy Studies; Educational Leadership; and, Higher Education with Emphasis Areas that were distributed earlier were discussed.

A motion was made and seconded to support the waiver of final plans for the four prospect from the College of Education for M.Ed programs in: Instruction and Curriculum; Literacy Studies; Educational Leadership; and, Higher Education with Emphasis Areas as presented at this meeting.

b) The proposed revisions to the college and unit personnel policy bylaws and rationale from the College of Education distributed earlier were discussed.

2. College Personnel Committee (CPC)

a. Charge: To review and recommend to the Dean on all recommendations from the Units for

**MOTION:** The University Academic Senate supports the waiver of final plans for the four prospect from the College of Education for M.Ed programs in: Instruction and Curriculum; Literacy Studies; Educational Leadership; and, Higher Education with Emphasis Areas as presented at this meeting.  
**APPROVED Unanimously.**

promotion, tenure, contract renewal and sabbatical leaves; to raise any necessary issues of personnel policy with ECS; to review and recommend regarding dismissals for adequate cause referred by the Dean.

**b. Memberships:** Five tenured faculty to be elected by Faculty Council, which consists of all the regular faculty. 1) One member will be elected from each of the two units in the College of Education. 2) One member will be elected at large from the College of Education regular faculty. 3) The remaining two members from appropriate disciplines outside the COE will be elected by the regular college faculty from those nominated. The provost, in consultation with the Dean of COE, will determine the slate of candidates from these nominees, which will be voted on by the faculty. All five committee members will vote on recommendations of support for COE faculty personnel actions.

**Rationale:** University policy requires that CPC members be elected by full faculty. The former statement of membership had the two UPC chairs automatically serving on CPC. This would not have been in agreement with university policy because each UPC chair would have been chosen only by his/her own unit rather than by full faculty.

At the first meeting of each fall semester, committee members will vote on whether the Dean will serve as an ex-officio member of the college personnel committee. A report of the results of the vote will be sent to the Chair of Executive Council of the University Academic Senate.

**-Rationale:** Required by university policy.

The committee will elect its own chair annually from among the three College of Education committee members.

**c. Operations:**

aa. The chair from each unit Personnel Committee will vote only on personnel actions of faculty from the other unit.

**Rationale:** See 2.b. above.

bb. If the Dean is not serving as an ex-officio member, the chair of the committee will meet with the Dean to discuss its recommendations.

cc. The chair will call and facilitate meetings in accordance with deadlines specified in the University Handbook.

dd. Members will serve in staggered three-year cycles terms.

### **3. Unit Personnel Committee (UPC)**

a. **Charge:** To review and recommend to the Unit Faculty on promotion, tenure, contract renewal, ~~dismissal for adequate cause~~, and sabbatical leaves; to raise any necessary issues of personnel policy.

**Rationale:** Not a function of this committee.

b. **Memberships:** Five tenured members elected by unit faculty, serving staggered three-year terms.

c. **Voting:** All five committee members will vote on recommendations of support for unit faculty personnel actions.

d. **Meetings:** A chair and vice chair will be selected by the committee and call and facilitate meetings. ~~The chair will also serve on the CPC.~~

<p>e-<u>Terms</u>--Members will serve in three  <u>Rationale</u>: See 3.b</p> <p>A <u>motion was made and seconded</u> to approve the College of Education proposed changes to bylaws as presented at this meeting and forwards them to the Administration recommending approval.</p>	<p><b>MOTION:</b> The University Academic Senate approves the proposed changes and rationale the College of Education bylaws and forwards them to the Administration recommending approval.  <b>APPROVED Unanimously</b></p>	
<p>c) The Chair presented an overview of the Information Systems Security Minor Final Plan that was distributed earlier. Discussion.</p> <p>A <u>motion was made and seconded</u> to approve the Information Systems Security Minor Final Plan and forward to Administration with a recommendation for implementation.</p>	<p><b>MOTION:</b> The University Academic Senate approves the Information Systems Security Minor Final Plan and forwards it to Administration with a recommendation for implementation.  <b>APPROVED Unanimously</b></p>	
<p>d) Curtis Smith presented an overview of the Final Plan for Chinese Language Minor that was distributed earlier and answered questions posed from the floor.</p> <p>A <u>motion was made and seconded</u> to approve the Chinese Language Minor Final Plan and forward to Administration with a recommendation for implementation.</p> <p>The Chair thanked all the departing UAS members for their service.</p> <p>The UAS was reminded that nominations for Chair and Vice Chair for 2009-10 were requested to be submitted by Monday.</p>	<p><b>MOTION:</b> The University Academic Senate approves the Chinese Language Minor Final Plan and forwards it to Administration with a recommendation for implementation.  <b>APPROVED Unanimously</b></p>	
<p>9. Old Business</p>	<p>None</p>	
<p>10. Adjournment</p>	<p>The meeting adjourned at 5:01 pm</p>	