

# Grand Valley State University

## Executive Committee of the Senate

### October 20, 2006

**PRESENT:** David Bair, John Bender, Yatin Bhagwat, Gayle Davis (ex officio), Roger Ferguson (for Paul Leidig), Rob Franciosi (Chair), Nancy Giardina (ex officio), Joe Godwin (ex officio), Rita Grant, Robert Henderson, James King (Student), Jean Martin, Kristine Mullendore (Vice Chair), Jean Nagelkerk (ex officio), Karen Novotny, John Peck, Ellen Schendel, Robert Schoofs, Jeroen Wagendorp, Don Williams, Yang Yu (for Kathleen Underwood)

**GUESTS:** Polly Diven (Political Science; Faculty Personnel Policy Committee), William Levitan (Classics; Faculty Personnel Policy Committee)

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of October 20, 2006 was reviewed.	The agenda of October 20, 2006 was approved.
2. Approval of Minutes	<p>The minutes of April 21, 2006 were reviewed.</p> <p>The minutes of October 13, 2006 were reviewed.</p>	<p>The minutes of April 21, 2006 were approved.</p> <p>The minutes of October 13, 2006 will be revised and redistributed at the next meeting.</p>
3. Report of Chair	<p>a) The Chair reminded the committee that there will not be a meeting of either the Executive Committee of the Senate or of the University Academic Senate on Friday, October 27 because the investiture of President Haas is scheduled for that date.</p> <p>b) The Chair reported that he has received several recommendations on the names of speakers who could be brought to GVSU to speak at a forum on academic honesty and ethics.</p> <p>c) The Chair reported that he has received several suggestions on ways to revise the review process of Prospectuses and Final Plans.</p> <p>d) The Chair announced that the annual Great Lakes Conference is underway. Jonathan Shay will provide a keynote address on medical and social responses to combat trauma on Friday, October</p>	

	<p>20, 2006 and Omer Bartov will provide an address on racial war and extermination on Saturday, October 21, 2006.</p>	
<p>4. Report of Provost</p>	<p>a) Provost Davis reported that the Presidential Investiture is scheduled for 11:00am on Friday, October 27, 2006. Buses will be making special runs between the Allendale and Grand Rapids campuses to make attendance at the event easier.</p>	
<p>5. Report of Student Senate</p>	<p>a) Student Senate Vice President James King reported that the Student Senate is eagerly awaiting the Investiture Ceremony of President Haas.</p> <p>b) Mr. King reported that the Student Senate is currently working on items including: the waiver process for the Junior-level level writing requirement, exploring ways to encourage student advising as alternatives to the 2006 'March on Your Advisor', encouraging mid-term course evaluations through the BlackBoard system, and a sustainability initiative. Mr. King also reported that preliminary work is being done to gauge the interest in developing GVSU curriculum for sign language instruction.</p>	
<p>6. New Business</p>	<p>a) The Chair presented an overview of the proposed changes to faculty workload recommended for inclusion in the Faculty Handbook. Two members of the Faculty Personnel Policy Committee, Drs. Polly Diven (Political Science) and William Levitan (Classics) were both in attendance to answer any questions relating to the FPPC proposal for revising the language in the Faculty Handbook on faculty workload.</p> <p>Options were outlined as to how ECS and UAS could handle this issue. During discussion, the possibility of moving to rescind the vote approving the language FPPC recommended held on April 14, 2006 was raised. After discussion it was determined that that motion was not in order at this time..</p> <p>If accepted, the FPPC proposal would replace the language found in the Faculty Handbook at <u>Section 3.01.B Productivity and Workload</u>. The current language reads as follows:  <i>"On the average a full-time equivalent student/teacher ratio must be generated at 20.6 to 1. The following criteria are used in determining full-time faculty workload. A faculty member is teaching a full-time load when he/she:</i></p> <ol style="list-style-type: none"> <li>1. Teaches an average of 12 regular contact hours; typically no more than 3 preparations, nor more than 2 evening courses, will be</li> </ol>	

required of faculty per semester, 3 laboratory and/or studio contact hours are equivalent to 2 regular contact hours.

2. Teaches "n" contact hours per week and has been assigned 12 minus "n" equivalent hours by the Dean of the college to engage in other assigned duties. The other duties may include things such as teaching extra-large classes, service on major committees, intensive involvement in scholarly activities, direction of musical, artistic, and theatrical events, etc.

It was noted that this policy does not reflect current practice. There was considerable discussion about ways to get the written policies to reflect actual workload practices. It was agreed that flexibility in administering workload is needed but that how that should be implemented is not specified in the Faculty Handbook. Two options as to how to proceed were identified: 1) Not use the FPPC document and begin from scratch, or 2) make specific adjustments to the document addressing the objections from the Provost's Office.

It was reported that some faculty members appear to be confused by the status of the proposal – both as to what happened in April and what is being included in this conversation about workload.

The Chair noted that one cause of the confusion was that he was not informed prior to the April 10 meetings that there were aspect of the FPPC proposal on workload that were not receiving Provost support.

The Provost identified two specific areas in the language proposed originally by the FPPC that she could not accept. Both describe the teaching load. The first is located in 3.01.A.1 and states "an average of nine credit hours per semester". That language is followed by an asterisk which identifies language on how the university would make the transition to this teaching load for those units where it is not the current practice. The Provost identified that transition language as her second area of concern. Both clarity issues and implementation concerns were noted. After further discussion, a motion was made and seconded to send the workload document back to the Faculty Personnel Policy Committee with the specific charge to amend the document: to clarify what is meant by "an average of nine credit hours"; address the misinterpretation by some that the assigned course load is not the only part of the

**MOTION:** To send the workload document back to FPPC to amend the proposal as specified in the charge to clarify what is meant by "an average of nine credit hours".

	<p>teaching workload; clarify the role of unit heads in establishing individual workload plans and how it impacts the personnel process; and to ensure that the option to faculty of electing to teach twelve hours will be valued.</p> <p>FPPC will be asked to put their discussion surrounding tenure on-hold until they have dealt with the faculty workload issue. Either the Chair or Vice-Chair of ECS will be attending the FPPC meetings to clarify ECS concerns implicated in their discussion.</p>	<p><b>Approved.</b></p>
<p>7. New Business</p>	<p>b) The discussion of the Graduate Council's proposal for a Graduate Certificate Policy will be held after input is received from the University Curriculum Committee</p> <p>a) The Bylaws for the University Libraries that were amended based on ECS feedback at the October 13 meeting were distributed and discussed. One editorial change was noted.</p> <p>A motion was made and seconded to forward the bylaws to UAS with a recommendation for inclusion in the Faculty Handbook.</p>	<p><b>MOTION:</b> The Executive Committee of the Senate forwards the Bylaws for the University Libraries to the University Academic Senate for their approval, with a recommendation that the bylaws be included in the Faculty Handbook. <b>Approved.</b></p>
<p>8. Ideas for Future Fora</p>	<p>Academic Honesty in the 21<sup>st</sup> century.</p>	
<p>9. Adjournment</p>	<p>The meeting adjourned at 5:04pm</p>	