

Grand Valley State University

University Academic Senate #11

April 2, 2004

Present:

Majd Al-Mallah, John Bender, Jan Brashler, Jay Cooper, Lee Copenhaver, Rob Franciosi (vice chair), Steve Glass, Cindy Hull, Hugh Jack, Hal Larson, Paul Leidig, Neil MacDonald, Jessica McAuliffe (student), Kristine Mullendore, Jean Nagelkerk (chair), Karen Novotny (for E. Baum), John Peck, Allison Reynolds (student), Lisa Rigsby, Barb Roos, Patricia Rowe, Dan Royers (for E. Schendel), John Seip (student), Paul Stephenson, Steve Nizielski, Ted Sundstrom, Andrew Topper, Rachael Voorhees (student), Wendy Wenner (ex officio), Don Williams, Renee Zettle-Sterling

Guests:

Shari Bartz, Ron Dwelle, Brian Hatzel, Linda Masseilink, Jeff Ray

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of April 2, 2004 was reviewed.	The agenda was approved.
2. Approval of Minutes	The minutes of March 12, 2004 were reviewed.	The minutes of March 12, 2004 were approved, as amended.
3. Report of Chair	<p>a. A faculty representative is needed for the GVSU Public Safety Liaison Committee; term is for two years and meets quarterly. Any regular faculty is eligible.</p> <p>b. The Chair and Vice Chair met with the Provost. The level of funding available for sabbaticals is being reviewed. If the level changes, an informational letter will be sent to all faculty, per the Faculty Handbook. The Chair will also publish in a Faculty Governance News email.</p>	Information to be sent to UAS representatives. Send nominations for the committee to Jean Nagelkerk and Lisa Haight.
4. Report of Provost	No Report	
5. Report of Student Senate President	The Student Senate reported, via email, that a record number of students - 1,858 - voted in the Student Senate elections. The Student Senate expressed their sincere thanks to all faculty who encouraged their students to vote.	
6. Report of Standing Committee Chairs	No Report	
7. Old Business	a. Bylaws and Guidelines to Senate Practice.	
8. New Business	<p>a. Reorganization <u>Faculty Governance Representation</u> 1. <u>Operative Rules for University Committees</u> The Operative Rules for University Committees were reviewed. All terms were changed to 3 years. A standard representation</p>	A task force will be formed to review each committee purpose, possible

model was developed having 1 representative from each of the 4 clusters in CLAS and 1 representative from each of the other colleges and the library. All references to representation schemes for CLAS are considered transitional.

• A question was raised as to how these committees are integrated into Faculty Governance and how they report back to UAS.

A motion was made to approve the Operative Rules for University Committee representation document as presented.

i. Personnel Issues

1. College Personnel Committee Representation
Ron Dwelle presented the FPPC report on the College Personnel Committee and highlighted the principle issues addressed in the document and the conclusions reached.

Tom Butcher, University Counsel, suggested ways to adjust the language to ensure that it meets the legal requirements of the University and is not ambiguous.

Mr. Butcher recommends that a decision be made as to who will decide what "minority set" needs to be added to the committee to insure diversity. He suggests that an additional representative is appointed if there is not a minority member elected.

Personnel procedures can remain the same for the time being, however, those who are coming up for a personnel review must be told what expectations, if any, have changed for prior to their review. Mr. Butcher believes it is best to keep the current practices for the transition period - to the extent possible – for consistency purposes.

A motion was made to keep the personnel procedures the same for a 1-year transition.

mergers of committees or deletions, and mechanism of reporting back to governance.

MOTION: UAS approves the Operative Rules for University Committee representation as presented.

Approved: 31 Yes; 0 No

Tom Butcher will forward language to UAS Chair on what critical issues need to be addressed to ensure legality.

MOTION: UAS approves keeping the personnel procedures the same for a 1-year transition period, but would like to review the language in the revised

<p>personnel document. The faculty personnel policy will be reviewed and revised next year. Issues to discussed include:</p> <ul style="list-style-type: none"> • Tenure vs. non-tenured faculty on personnel committees. • Deans serving as ex-officio • Minority representation <p>Approved: Unanimously</p>	<p><u>2. Proposal to Reduce the Number of Contract Reviews</u> FPPC proposed removing one personnel review due to the heavy workload of faculty, and that the review did not accomplish the goals it was intended to.</p> <ul style="list-style-type: none"> • If people come in under one review timeline scenario, they will have the option of staying with their old scheme for review or opt to use the new one that is developed. • Faculty who choose to eliminate a review will sign a waiver form that will be kept in their personnel file. <p>Tom Butcher agreed to review and make the appropriate language changes to the personnel review process</p> <p>A motion was made to follow the review timeline of having a review in the 2nd, 4th, and 6th year with an option for granting tenure after the 7th year. [3 + 2 + 1 + option for 1]</p>	<p>MOTION: JAS approves the review timeline of having a review in the 2nd, 4th, and 6th year. [3 + 2 + 1 + (option for 1)] Approved: Unanimously</p> <p>No Discussion</p> <p>No Discussion No Discussion No Discussion No Discussion</p> <p>The next UAS meeting is scheduled for April 9, 2004 in 204 Kirkhof Center.</p>
<p>9. Adjournment</p>	<p>ii. Curriculum 1. College Curriculum Committee Representation</p> <p>b. Other Issues i. Final Plan, Minor in Entrepreneurship (3415) ii. Final Plan, BS Athletic Training (3268) iii. Final Plan, Graduate Council (4124) iv. Hiring of Assessment Coordinator</p> <p>The meeting adjourned at 5:00pm</p>	<p>No Discussion</p> <p>No Discussion No Discussion No Discussion No Discussion</p> <p>The next UAS meeting is scheduled for April 9, 2004 in 204 Kirkhof Center.</p>

		<p><u>Future Meetings</u></p> <p><u>4/16/04</u> ECS 136E DEV (3:00pm – 3:30pm)</p> <p>UAS 136E DEV (3:30pm – to 5:00pm)</p> <p><u>4/22/04</u> UAS 215/216 KC 12:30 Lunch scheduled with Board of Trustees</p>
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University Academic Senate
Executive Committee of the Senate
Jean Nagelkerk, Chair 2003-2004
Rob Franciosi, Vice Chair 2003-2004

Memorandum

TO: University Academic Senate
FROM: Jean Nagelkerk, Chair, ECS/UAS
SUBJECT: Meeting of the University Academic Senate
DATE: March 24, 2004
cc: ECS/UAS Distribution

DRAFT

Meeting Date: **April 2, 2004**
Time: **3:00 p.m. – 5:00 p.m.**
Place: **138 E DeVos Center**

Proposed Agenda

1. Approval of Agenda
2. Approval of Minutes (Minutes 3/12/04)
3. Report from the Chair
4. Report from the Provost
5. Report from the Student Senate President
6. Report from the Standing Committee Chairs
7. Old Business
 - a. Bylaws and Guidelines to Senate Practice (11/21/02) – *(Hold discussion until after Reorganization)*
8. New Business
 - a. Reorganization
 - i. Faculty Governance Representation
 1. Operative Rules for University Governance Committees *(please bring your copy with you)*
 - ii. Personnel Issues
 1. College Personnel Committee Representation
 2. Proposal to Reduce the Number of Contract Reviews
 - iii. Curriculum
 1. College Curriculum Committee Representation
 - b. Other Issues
 - i. Final Plan, Minor in Entrepreneurship (UCC Log #3415) *(Please bring your copy with you)*
 - ii. Final Plan, B.S. in Athletic Training (UCC Log#3268) *(Please bring your copy with you)*
 - iii. Final Plan, Graduate Council (UCC Log#4124) *(Please bring your copy with you)*
 - iv. Hiring of Assessment Coordinator
9. Adjournment

REMINDER

Please R.S.V.P with Lisa Haight (HaightL@gvsu.edu) for the Lunch with the Board of Trustees scheduled for Noon on Thursday, April 22 in Rooms 215/216 of the Kirkhof Center, Allendale.