

Grand Valley State University

Minutes of the University Academic Senate

April 8, 2005

Present: Majd Al-Mallah, John Bender, Yatin Bhagwat, Agnes Britton, Jay Cooper, Gayle Davis (ex officio), Rob Franciosi (Chair), Linda Goossen, Richard Hall, William Hosterman, Hugh Jack, George Lundskow, Jean Martin (for Gayla Jewell), Kristine Mullendore (Vice Chair), Karen Novotny, John Peck, Avi Reichert, Ross Reynolds, Lisa Rigsby, William Rogers, James Sanford, Ellen Schendel, Paul Stephenson, Kathleen Underwood, Don Williams

Guests: Teresa Beck, Tom Butcher

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of April 8, 2005 was reviewed.	The agenda was approved
2. Approval of Minutes	The minutes of April 1, 2005 were reviewed.	The minutes of April 1, 2005 were approved as submitted
3. Report of Chair	<p>a) The Chair reported that a letter regarding proposed medical benefit changes was sent to all academic dean offices for distribution to all tenure/tenure track faculty.</p> <p>b) The Chair reported that pending UAS items are the Library Task Force Report, University Assessment Committee Philosophy Statement, and the new CLAS governance structure.</p>	
4. Report of Provost	No Report	
5. Report of Student Senate President	No Report	
6. Report of Standing Committee Chairs	No Report	
7. New Business	No New Business	
8. Old Business	<p>a) <u>College Personnel Committee Structure and Process</u> Material on the revisions to the College Personnel Committee Structure was distributed. The Chair provided a brief overview of what has occurred to date.</p> <p>Section 2.10.2 <u>College/Library Personnel Committees, paragraph one</u> was discussed which reads as follows: <i>All regular faculty members (Section 2.1) will be eligible to vote for members to serve on their respective College/Library Personnel Committee. Each fall semester, each College or the Library shall decide if</i></p>	

the Dean will attend as an ex-officio, non-voting member of the Personnel Committee.

A motion was made and seconded to amend the last sentence of Section 2.10.2 College/Library Personnel Committees, paragraph one by adding "and the results of the decision shall be reported to the Chair of the University Academic Senate." Discussion.

Section 2.10.A Composition, paragraphs one through four was discussed which reads as follows:

Within Colleges. The Personnel Committees in the College of Liberal Arts and Sciences, Seidman College of Business, and College of Community and Public Services shall be composed of tenured faculty members from within the respective College.

The Personnel Committees in the Kirkhof College of Nursing, College of Education, College of Health Professions, and College of Interdisciplinary Studies will be composed of a majority of Committee members elected by the College faculty from a slate provided by the Provost from appropriate disciplines to be determined by the Provost in consultation with the Dean of that College and less than a majority of the Personnel Committee elected from the faculty in the College.

The Personnel Committee for the Padnos College of Engineering and Computing shall be composed of six (6) tenured faculty members elected by the regular faculty, two (2) from the School of Engineering, two (2) from the School of Computing and Information Systems and one alternate from each School. The voting members for any personnel action are the two (2) members from the School of the faculty member being considered, and the two (2) members plus the alternate member from the alternate School.

Within Library. The Library's Personnel Committee will be composed of five (5) tenured faculty members; two (2) librarians elected from the library faculty and one (1) tenured faculty member each from three of the eight Colleges elected by the library faculty from a slate provided by the Provost. Members from the Colleges will serve on a rotating basis. The chairperson of the Library Personnel Committee will be a librarian elected by the committee membership.

A motion was made and seconded to approve Section 2.10.A Composition, paragraphs one through four as presented. Discussion.

MOTION: UAS approves Section 2.10.2 College/Library Personnel Committees, paragraph one, as presented, and amended at this meeting.
APPROVED UNANIMOUSLY

MOTION: UAS approves Section 2.10.A Composition, paragraphs one through four as presented.
APPROVED UNANIMOUSLY

Section 2.10.2.B Personnel Committee Meetings was discussed which reads as follows:

B. Personnel Committee Meetings. Electronic or Mechanical recording is not permitted at any time during Personnel Committee meetings. However, minutes shall be taken and include: any vote taken, the numerical results of all votes, date, time, place of the meeting, and names of who were in attendance. The following must be present and vote on the personnel action in order to constitute a recommendation of the Personnel Committee: four when there are five members, four when there are six members, and five when there are seven members or if more than seven members, then two-thirds (2/3rds) of the size of the Personnel Committee rounded up to the nearest whole number. (See Section 2.10.2A for composition of a Personnel Committee.) The Dean shall not be present during a vote of the Personnel Committee. While proxy and absentee votes are not allowed, absent committee members may send their evaluations to all committee members. If the Personnel Committee is unable to carry out its responsibilities due to the absence of one committee member who misses three consecutive meetings, the Dean will be notified for the purpose of facilitating the designation of an appropriate replacement.

A motion was made and seconded to approve Section 2.10.2.B Personnel Committee Meetings, as presented. Discussion.

Section 2.10.8.C Reporting was discussed, which reads as follows:

Reporting. The College/Library Personnel Committee shall provide the Dean with a written recommendation and rationale for each personnel action. The College/Library Personnel Committee shall hold one or more meetings with the Dean of the College/Library or his/her designee for the purpose of discussing its written recommendation and rationale regarding faculty personnel action(s). The Personnel Committee will issue an annual report to the College's or Library's regular faculty concerning its activities for the year. A copy of this report, along with any recommendations for changes or clarifications in this policy will be sent to the Chair of the Executive Committee of the Senate.

A motion was made and seconded to approve Section 2.10.8.C Reporting, as presented. Discussion

A motion was made and seconded to approve the whole of Section 2.10.Procedures for Regular Faculty Appointment Renewal, Promotion,

MOTION: UAS approves Section 2.10.2.B Personnel Committee Meetings, as presented.

APPROVED UNANIMOUSLY

MOTION: UAS approves Section 2.10.8.C Reporting, as presented.
APPROVED UNANIMOUSLY

MOTION: UAS approves the whole of Section 2.10.Procedures for Regular Faculty Appointment Renewal, Promotion,

	<p>Tenure, Sabbaticals, Periodic Performance Review, and Dismissal for Adequate Cause, as presented, and amended at this meeting. Discussion.</p> <p>The University Academic Senate commends Teresa Beck for her leadership of the Faculty Personnel Policies Committee (FPPC), and extends their thanks to FPPC for their work.</p>	<p>Tenure, Sabbaticals, Periodic Performance Review, and Dismissal for Adequate Cause, as presented, and amended, at this meeting. APPROVED UNANIMOUSLY</p>
<p>9. Ideas for Future Fora</p>	<ul style="list-style-type: none"> ▪ Workload equity and enlarging regular faculty ▪ The next level: What is it? ▪ Graduate versus Undergraduate Programs 	
<p>10. Adjournment</p>	<p>Meeting adjourned at 5:00pm</p>	