

Grand Valley State University

University Academic Senate #12

April 9, 2004

Present:

John Bender, Yatin Bhagwat, Cheryl Boudreaux, Agnes Britton, Douglas Chung, Jay Cooper, Lee Copenhaver, Gayle Davis (ex officio), Kurt Fanning, Rob Franciosi (vice chair), Steve Glass, Dick Hall, Robert Hendersen, Bill Hosterman, Cindy Hull, Hugh Jack, Hal Larson, Paul Leidig, George Lundskow, Niel MacDonald, Marie McKendall, Kristine Mullendore, Jean Nagelkerk (chair), Alex Nesterenko, Steve Nizielski, Karen Novotny, John Peck, Allison Reynolds (student), Lisa Rigsby, Bill Rogers, Barb Roos, Ellen Schendel, Paul Stephenson, Joel Stullerman, Ted Sundstrom, Andrew Topper, Rachael Voorhees (student), Wendy Wenner (ex officio), Don Williams

Guests:

Shari Bartz, Teresa Beck, Tom Butcher, Priscilla Kimboko, Paul Plotkowski

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of April 9, 2004 was reviewed.	The agenda was approved.
2. Approval of Minutes	No Minutes	
3. Report of Chair	a) The lunch with the Board of Trustees is scheduled for Thursday, April 22 at 12:30pm. UAS members can still RSVP by contacting Lisa Haight in the Provost's Office.	
4. Report of Provost	a) The schedule of events for the visiting CLAS Dean candidates was distributed. b) Library Dean search will continue through the summer. c) The Seidman College of Business candidates will be on campus this week. d) The CUJI Dean search committee has met and reviewed applicants. Itineraries will be forwarded to faculty. f) The Provost will not be at the 4/16 ECS/JAS meeting.	
5. Report of Student Senate President	a) A Thank You was extended to all who supported the student senate elections. b) Next week is Fire & Ice week (pro-life & pro-choice debate forum) in the Loosemore Auditorium. c) Maya Angelou will be at GVSU in September.	
6. Report of Standing Committee Chairs	a) The chair of APSC sent information on student admissions and affirmative action, and on Institutional Analysis to the chair. These items will be addressed in the Fall of 2004.	
7. Old Business	a. Bylaws and Guidelines to Senate Practice.	No Discussion
8. New Business	Reorganization Personnel Issues	

1. College Personnel Committee Representation

There is a consensus to have procedures remain the same for the next year during the transition phase of reorganization. The entire process will be reviewed and/or revised in the Fall of 2004.

Tom Butcher, University Counsel, reported that the Board of Trustees has authorized the Provost to make changes that relate to the transition without taking them back to the Board of Trustees. He suggests that for the transition year a letter of agreement is signed between Provost & Chair of ECS. Discussion.

Discussion on CLAS personnel committees. It was agreed to keep the existing policy procedures and membership of the current divisions for the CLAS clusters.

A motion was made to have a Letter of Agreement established as an interim policy for insertion into the green pages in the Faculty Handbook (those that require Board of Trustee approval) that states that the personnel committee representation will remain the same for all colleges, except for the College of Engineering and Computing, and Health. In addition, for any faculty member who moves from one unit to another in the reorganization, will follow the personnel process and procedures for the new unit.

Mr. Butcher explained the personnel representation scheme for the College of Engineering & Computing, and recommended that those on committees are tenured at college level. Discussion.

2. Proposal to Reduce the Number of Contract Reviews
This item will be addressed at the next meeting.

i. Curriculum

UAS agreed to have procedures remain the same for the next year during the transition phase of reorganization. The entire process will be reviewed and/or revised in the Fall of 2004.

MOTION: ECS recommends that a Letter of Agreement is established as an interim policy for later insertion into the green pages in the Faculty Handbook (those that require Board of Trustee approval) that states that the personnel committee representation will remain the same for all colleges, except for the College of Engineering and Computing. Those faculty that moved from one unit to another because of the reorganization will follow the personnel policy plan for the new unit.
APPROVED: 33 Yes; 1 No

Discussion item.

1. College Curriculum Committee Representation

A recommendation was made to have the representation on the committee reflect the Michigan population. Wording such as: "The Personnel Committees at Grand Valley State University will be composed of representatives that reflect the Michigan population's gender and racial profile," should be inserted into the membership criteria for the committee.

The term "regular faculty" will replace "tenured faculty" in the membership composition language.

A request was made to delete the rationale statement from the FPPC College Personnel Committee memorandum that indicates that the College of Health Professions will function as one department for one year only.

A motion was made for the Art/Music, Humanities, Social Sciences, and Science and Mathematics clusters to keep their current curriculum committee representation scheme for the transition period.

A motion was made that all other colleges keep their curriculum review at the unit or specialty level and then forward to the college level and then to UCC.

b. Other issues

i. Final Plan, Minor in Entrepreneurship (3415)

The Chair presented a history of development of final plan. Discussion.

A motion was made to approve the Final Plan for the Minor in Entrepreneurship as presented.

MOTION: The Art/Music, Humanities, Social Sciences, and Science and Mathematics cluster will keep the current curriculum committee representation scheme for the transition period. **Approved: 35 Yes; 0 No**

MOTION: All other colleges keep their curriculum review at the unit or specialty level and then forward to the college level and then to UCC. Each college will forward a copy of their curriculum review process and committee(s) composition to UCC for approval. **Approved: 35 Yes; 0 No**

MOTION: UAS approves the Final Plan for the Minor in Entrepreneurship as presented. **APPROVED: 35 YES; 0 NO**

ii. Final Plan, BS Athletic Training (3268)

An overview of the program was presented and Sheri Baritz answered questions. Discussion.
A motion was made to approve the Final Plan for the BS in Athletic Training as presented.

MOTION: UAS approves the Final Plan for the BS in Athletic Training as presented.
APPROVED: 35 YES; 0 NO

iii. Final Plan, Graduate Council (4124)

The Chair identified the committees or units that have forwarded their recommendation memos on the Graduate Council Final Plan. Discussion.

Friendly amendments were suggested and the representation scheme was debated. A request was made to have "tenured faculty" replaced with "regular faculty, for a one year term.

A motion was made to approve the Graduate Council Final Plan, as presented.

MOTION: UAS approves the Final Plan for the Graduate Council as presented.
APPROVED: 30 Yes; 3 No

iv. Hiring of Assessment Coordinator

The chair presented background on the recommendation from the University Assessment Committee to hire an Assessment Director. ECS approved hiring as funding becomes available. Discussion.

A motion was made to support the hiring of an Assessment Director as funding becomes available.

MOTION: UAS supports the hiring of an Assessment Director as funding becomes available.
APPROVED: 29 Yes; 4 No

v. 3 masters programs received from Biology

The 3 Final Plans from Biology will be looked at next week after a recommendation is received from FSBC and UCC. Discussion.

A motion was made to follow proper procedure and current practices, and to review the 3 Final Plans from

MOTION: UAS recommends following proper procedure and

<p>current practices, and to review the 3 Final Plans from Biology in the Fall of 2004. APPROVED: 16 Yes; 11 No</p>	<p>current practices, and to review the 3 Final Plans from Biology in the Fall of 2004. APPROVED: 16 Yes; 11 No</p>
<p>vi. <u>University Elections</u></p> <p>vii. <u>Public Safety Liaison</u> Nominations for the Public Safety Liaison Committee were presented. By consensus, Robert Meesig was selected as the faculty representative and his name will be forwarded to the Public Safety Liaison Committee.</p>	<p>No Discussion</p>
<p>9. Adjournment</p>	<p>Robert Meesig was selected as the faculty representative. The next UAS meeting is scheduled for 3:30pm on 4/16/04 in 136E DEV</p> <p><u>Future Meetings</u> 4/22/04 UAS 215/216 KC 12:30 Lunch with Board of Trustees</p>



4/9/04
University Academic Senate
Executive Committee of the Senate
Jean Nagelkerk, Chair 2003-2004
Rob Franciosi, Vice Chair 2003-2004

DRAFT

Memorandum

TO: University Academic Senate
FROM: Jean Nagelkerk, Chair, ECS/UAS
SUBJECT: Meeting of the University Academic Senate
DATE: April 5, 2004
cc: ECS/UAS Distribution

Meeting Date: April 9, 2004
Time: 3:00 p.m. – 5:00 p.m.
Place: 204 Kirkhof Center

Proposed Agenda

1. Approval of Agenda
2. Approval of Minutes (Minutes 4/02/04)
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. Personnel Issues
 1. College Personnel Committee Representation
 2. Proposal to Reduce the Number of Contract Reviews
 - ii. 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

By Monday, April 12, please remember to 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.

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Nominee A Hachod

Robert Meesig

**PROCEDURES FOR THE GRAND VALLEY STATE UNIVERSITY
PUBLIC SAFETY LIAISON COMMITTEE**

I. PURPOSE

The Grand Valley State University Public Safety Liaison Committee ("Committee") is an oversight committee for the Grand Valley State University Department of Public Safety, created under the authority of Act 120 of the Public Acts of 1990 of the State of Michigan. The primary function of the Committee is to consider grievances by persons against police officers or the Department of Public Safety arising out of acts or omissions of such officers or the Department. The Committee may prepare and make recommendations concerning such grievances, including recommendations for disciplinary measures against a police officer who was found responsible for misconduct in the office. Such reports shall be submitted to the President of the University with a copy to the Vice President for Finance and Administration.

II. MEMBERSHIP

The Committee will be comprised of individuals nominated by the faculty, students, and staff of the Grand Valley State University. Groups are to be determined by the University President. The Committee will include a minimum of two students, two members of faculty, and two members of staff who are neither members of faculty nor the Public Safety Department. The Director of Public Safety will serve as an ex-officio and non-voting member. No representative shall serve on the Committee who has a supervisory or personal relationship with any officer or staff member of the Department of Public Safety.

III. TERMS OF MEMBERSHIP

Faculty and staff representatives will serve two-year terms except, initially one faculty and one staff member will serve one-year terms. Student representatives will serve one-year terms. No representative will serve for more than two consecutive terms.

IV. MEETINGS

The Committee shall meet quarterly or as called by the Committee members. Business may be conducted with no less than 50% of the members present. A quorum of the members must be present to vote on grievances and to implement policy.

V. CONFIDENTIALITY

All grievances and reports made to the Committee pursuant to these procedures shall be treated confidentially by the Committee. Information about a grievance will not be released by committee members, except as specified in these procedures or pursuant to a proper request by a governmental agency with valid jurisdiction or pursuant to a valid court order to his/her legal counsel.