

# Grand Valley State University

## Executive Committee of the Senate - Retreat

### June 1, 2004

**Present:** John Bender, Yatin Bhagwat, Jay Cooper, Gayle Davis (ex officio), George Lundskow, Rob Franciosi (vice chair), Dick Hall, Kristine Mullendore, Jean Nagelkerk (chair), Karen Novotny, Jonathan Osborn (student), John Peck, Lisa Rigsby, Ellen Schendel

**Guests:** Maria Cimitile, Rita Grant, Paul Stephenson

Welcome to all. Introduction. Reminder that the standing chairs are invited and that the Provost will be attending at Noon.

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of June 1, 2004 was reviewed.	The agenda was approved.
2. Approval of Minutes	The minutes of April 16, 2004 were reviewed.	The minutes of April 16, 2004 were approved as submitted
3. Report of Chair	<ol style="list-style-type: none"> <li>1. The chair presented an overview of the work that Faculty Governance accomplished in the 2003-04 Academic Year and reviewed initiatives to be completed in the 2004-05 Academic Year to strengthen Faculty Governance structures. A key component for governance in the upcoming year is to be visionary and plan strategically and continue collaboration activities such as the First Year Experience Committee &amp; the Advising Committee.</li> <li>2. President Murray has agreed to visit with UAS in the Fall and the Winter semesters and luncheon/receptions will be scheduled with ECS/UAS and the Board of Trustees.</li> <li>3. The chair has requested that the faculty be allowed to provide a regular update to the Board of Trustees by including "Faculty Report" on future Board meeting agendas.</li> <li>4. The GVSU website home page drop-down menu under the Faculty and Staff section was discussed. ECS recommends adding "Faculty Governance" as one of the options and removing the "Registrar's Office" since there is already a "Faculty Access (SISweb)" link established.</li> <li>5. Committee chairs are urged to send the meeting agenda and approved minutes to Lisa Haight for posting on the Faculty Governance website. A Governance News update will be posted several times a semester; committee chairs can send items of interest to Jean Nagelkerk.</li> <li>6. For future ECS/UAS meetings, when a proposal or recommendation is before the Senate, a representative of the committee, department, or college making the proposal will be invited to attend the ECS/UAS meeting to address any questions raised.</li> <li>7. The Faculty Handbook is being edited and concerns have been expressed if it is available solely on-line. An index or other means of highlighting points of interest should be established.</li> </ol>	

<p>4. Report of Provost</p>	<ol style="list-style-type: none"> <li>1. The Provost reported that no additional news has been received from the State regarding budget allocation and GVSU is drafting two budgets to be prepared for any decision(s) by the State.</li> <li>2. Twenty-one new faculty have been hired and most of the faculty who have retired or resigned have been replaced. No heavy impact on existing programs or new initiatives is expected.</li> <li>3. High on the agenda for Academic Affairs in the upcoming year is the implementation of the new organization. High on the priority list is orientation for the new deans.</li> <li>4. The Library Dean search was not successful; Robert Beasecker will continue as interim dean. The position vacated by Wendy Wenner (new dean of CUJI) will be filled internally. Kathy Gulerimbo (Seidman Asst. Director) has been promoted to Academic Budget Analyst in the Institutional Analysis Office.</li> <li>5. The new Academic building is slated for an August 2005 opening. A task force is reviewing which departments campus-wide will be moving.</li> <li>6. Three new offices/centers are proposed. 1) The Center for Excellence in Science Education, 2) A Faculty Research Center (similar to FTLC), and 3) A First-year experience office to strengthen the quality of freshman seminar.</li> <li>7. The proposed changes to the Personnel Review calendar has caused concern at Dean's Council, specifically the length of time that lapses between reviews. The implementation for the change has been delayed for one year – to start in the 2005-06 academic year. The Provost reported that she is exploring how we can better use our annual review to integrate the tenure/promotion process.</li> <li>8. Due to the large number of sabbatical applications, the Provost proposes that the colleges/departments prioritize the sabbatical requests prior to sending them forward to the Provost's Office or Research and Development.</li> <li>9. The Provost's Office will be reviewing faculty workload and items (in addition to teaching class) such as research, grant activity, administrative assignment, large mentoring or advising role within a department will be addressed.</li> </ol>	
<p>10. Report of Student Senate President</p>	<ol style="list-style-type: none"> <li>1. The Student Senate President for 2004-05, Jonathan Osborn, introduced himself and identified initiatives for the upcoming year.</li> <li>2. In the upcoming election year, all 15 public universities will be pushing to get more people registered to vote and then actually voting in November.</li> </ol>	
<p>11. Old Business</p>	<ol style="list-style-type: none"> <li>1. <u>College Personnel Committee Composition</u> An item that will be addressed in the Faculty Forums is whether Tenure/Tenure-track faculty and Non-tenured faculty are allowed to serve on committees and if deans should be able to serve as ex officio; minority representation will also be addressed. The issue of (in)consistencies across campus should be addressed and raised at the faculty forums. Tom Butcher, University Counsel, has agreed to serve as a resource. <ul style="list-style-type: none"> <li>• The existing structure within the clusters of CLAS will remain as is for the transition period.</li> <li>• A suggestion was made to invite Deans to meetings when personnel issues are going to be addressed.</li> </ul> The ECS Chair will meet with the Provost to express disappointment in the delay of implementation for the change in reviews and request that new faculty hires are put on the new schedule for reviews. </li> </ol>	<p>To facilitate a link between FFPC and ECS/UAS, Karen Novotny has volunteered to sit on FFPC and report back to the senate.</p>

<p>3. New Business</p>	<p>2. <u>College Curriculum Committee Composition</u> The Chair met with Rita Grant, UCC Chair, to discuss the implementation of the long-range curriculum task force report and Rita will be sending a formal memo to all colleges discussing the implementation.</p> <p>1. <u>University Governance Committee Task Force</u> This task force will oversee the review of all university committees to see if any can be eliminated or combined; they will also develop a mechanism to ensure the various committees report back to ECS/UAS.</p> <ul style="list-style-type: none"> <li>• Nominations to serve on this committee will be requested at the first UAS meeting in Fall 2004.</li> </ul> <p>2. <u>Intellectual Property Task Force Report</u> The report was reviewed and discussed. It was agreed to send the report to UAS for review.</p> <p>3. <u>APSC memos</u></p> <p>a) <u>Advising Connection</u> The APSC and Advising Council met twice and areas of overlap were identified. A consistent reporting mechanism should be established between these two committees and with the Registrars office.</p> <p>b) <u>Student Admissions and Affirmative Action</u> Student Admissions and Affirmative Action was an agenda item for APSC in October and while the University is working hard at diversity issues, goals have not been met.</p> <ul style="list-style-type: none"> <li>• APSC recommends that Academic Governance is included in providing input into the yearly review process of the University's Admissions Policy, as faculty might have some other measure of success in a college environment.</li> <li>• APSC suggests a task force is established to deal with the broad issue of diversity and recommends that senior advisor to the President, Nanette Reynolds, is invited to the ECS retreat in the Fall to help address diversity issues.</li> </ul> <p>c) <u>Institutional Analysis</u> As a result of a charge to APSC, a problem with getting data in a timely fashion was uncovered. Each standing committee should determine what data is needed on a routine basis so that data can be regularly collected and compiled.</p> <ul style="list-style-type: none"> <li>• Philip Batty is to be the point person for all data requests except for the requests from FSBC, who will direct requests to Sue Martin.</li> </ul> <p>4) <u>Domestic Partner Task Force Report</u> The Domestic Partner Task Force Report and charge was reviewed.</p> <ul style="list-style-type: none"> <li>• After discussion, ECS decided to invite the task force membership (or chair) to attend an ECS meeting to indicate what next step the task force intended to have ECS take.</li> </ul>	<p>Nominations to serve on the University Governance Committee Task Force will be requested at the first UAS meeting in Fall 2004.</p> <p>The Intellectual Property Task Force Report will be forwarded to UAS for their review.</p> <p>Dean of Students, Bart Merkle, will be invited to attend the Fall retreat.</p> <p>Senior advisor to the President, Nanette Reynolds will be invited to an APSC meeting.</p> <p>Committee chairs are to determine what data is needed on a routine basis so that data can be regularly collected and compiled. Philip Batty is to be the point person for all data requests except for the requests from FSBC, who will direct requests to Sue Martin.</p>
<p>4. ECS/UAS Strategic Planning</p>	<p>Some initiatives for the 2004-05 Academic Year were identified as:</p> <p>a) Strengthening Faculty Governance</p>	<p>ECS recommends that the outgoing chairs of</p>

	<p>b) Assuring Quality Education</p> <p>c) Scholarship - Enhance and support the Faculty Scholarship Center</p> <p>d) Faculty Facility needs at Pew Campus - addressing the need for offices &amp; computer access when not on the "home campus."</p> <p>e) Improving Faculty Student ratio - by increasing number of regular faculty.</p> <p>f) Faculty Governance Area - Establish an area for faculty i.e. conference room, computers, phones, etc.</p> <p>g) Emeritus Status -- Investigate what kind of benefits exist for emeritus faculty - can we strengthen this and make it consistent. What can be done to enhance benefits.</p> <p>h) Traffic Flow and Traffic Patterns</p> <p>i) Full-Year Faculty Governance Issues</p> <p>j) University Initiatives to flow together - collaboration</p> <p>k) Communication among leadership structures</p> <p>l) Workload Equity</p> <p>m) Evaluation Criteria [committee service, extra efforts]</p> <p>n) Service Awards - Confidentiality of records</p> <p>o) Mentoring Initiatives</p> <p>p) Increase the number of Tenure Track Faculty</p> <p>q) Identifying what faculty want the university to be like</p> <p>r) Prioritizing faculty requests</p> <p>s) Identify the role of governance in curriculum approval and budget implications; impact statements when new courses/programs are added</p>	<p>standing committees call the first meeting of the next year, and when new committees area established - such as FFPAC and Graduate Council -- the vice chair will call the first meeting.</p> <p>Paul Stephenson volunteered to identify what benefits faculty emeriti are currently receiving and will query them to see what they would like.</p>
5. Review of 2004-05 Meeting schedule	<p>The meeting schedule for 2004-05 was reviewed. Send any suggestions or changes to the Chair.</p>	
6. Standing Committee Reports	<p>1) <u>APSC</u> - John Bender reported that the Summer Drop/Add policy will be addressed in 2004-05.</p> <p>2) <u>EPPC</u> - The report on Developing University Tenure Standards will be completed in early Fall.</p> <p>3) <u>FSBC</u> - Maria Cimitle reported that FSBC will now review new program budgets at the beginning of the proposal instead of only at the end. Faculty salary compensation to be a priority in the budget. The requests to administration need to be prioritized. Rob Franciosi, vice chair of ECS/UAS, will be reviewing the charge to FSBC in the Long Range Curriculum Task Force (LRCTF) report and incorporating the procedures into the Faculty Handbook.</p> <p>4) <u>UCC</u> - Rita Grant reported that the LRCTF report with added implementation plan and curriculum process will be implemented the first week of classes in Fall 2004. The UCC Chair will meet with all deans to review new processes; proposed changes &amp; a log of proposals that are in the queue for review will be posted on the web site.</p> <p>5) <u>GES</u> - Paul Stephenson reported that GES worked to revise procedures to determine if the general education categories are meeting their goals. A new concept for themes has been discussed in committee incorporating the study abroad program as part of themes. The GES also reviewed the enrollment patterns of the theme courses and made some changes to the themes based on this information 6) <u>FTLCAC</u> - the annual review of FTLC has been forwarded to the Provost's Office</p> <p>7) <u>UAC</u> - Ellen Schendel provided an overview of assessment work so far and the</p>	<p>New UCC process will be implemented first week of classes in Fall 2004.</p>

	UAC has a meeting with the Provost for clarification on the direction assessment is going.	
7. Communication / Meeting Dates for Spring/Summer	Email will be the preferred means of communication throughout the summer. There is not another meeting scheduled until the ECS retreat on August 24 from Noon to 4:00pm in 201 KC.	
8. Adjournment		