

ECS and Standing Committee Chairs Retreat

August 20, 2003
Meadows Clubhouse
1:00pm to 4:30pm

Present: Robert Beasecker (Library), Teresa Beck (FPPC), John Bender (APSC), Yatin Bhagwat, Jay Cooper, Gayle Davis (ex officio), Rob Franciosi, Rita Grant (UCC), Richard Hall, Robert Hendersen, Harold Larson, Paul Leidig, George Lundskow, Jean Nagelkerk, Ellen Schendel, Nancy Shontz (FSBC), Anthony Travis (Gen Ed)

Absent: Rebecca Veltman (FTLCAC), Rachael Voorhees (Student Senate)

Welcome and Introductions

Overview Report from Chair

- The Minor in Entrepreneurship was approved with a vote of 9 yes; 0 opposed; and 0 abstentions.
- The Master of Science in Bioinformatics, BioStatistics and BioTechnology
- The parking at the Center for Health Sciences has been designated as "first come; first serve" on the first floor; second floor as metered parking at \$1.50 per hour
- In the Fall of 2004 ECS will sponsor a Convocation Picnic
- A social event with members of ECS and the Board of Trustees will be held at President Murray's home.

Provost Report

- A *Draft* copy of the Reorganization Task Force Report and Process was distributed. The Provosts highlighted key areas of the document, which reflects the newly crafted Vision, Mission, and Values Statement.
- The reorganization is not intended to make changes at the unit level; Reorganization Task Force Members have been encouraged to actively engage the community.

Reorganization

- Information regarding reorganization will be posted on the web site and bulletin boards.
- A Faculty Forum has been scheduled for September 5 for faculty discussion and input. Panel members will be Provost Davis and Reorganization Task Force members Yatin Bhagwat and Paul Leidig. Task Force member Jean Nagelkerk will serve as moderator.
- A transition plan will be developed and teams established for areas of concern.
- The Provost gave assurances that the rules and expectations for those nearing tenure review will not change because of the Reorganization, as long as their review is within a certain time frame.

- Questions for survey will be reworked and distributed. Feedback is requested by September 12, 2003.

Institutional Marketing

- Two faculty members will represent Academic Governance on the Institutional Marketing Committee. Paul Leidig and Tim Penning have been nominated already; additional names can be forwarded to Jean Nagelkerk.

Domestic Partner Benefit Decision

- Recommendations have been made to President Murray and that recommendation still stands. Chair of ECS is requested to have private meetings with the President to emphasize how important the issue is for the perception of fairness on campus. ECS would like President Murray to forward his on proposal to them since theirs was rejected.

Strengthening Faculty Governance

- Improving Academic Advising will be a goal for the upcoming year, as will being more involved in Freshmen Orientation.

Design of Teaching Environment and Faculty Involvement

- FTLCAC charged with reviewing this and coming back to ECS with a model on how to implement throughout campus.

Workload Equity

- Recommendation should be made to Provost so that ECS members receive a stipend so that people are recognized for their work during the summer period.

According to bylaws, the newly elected representatives on ECS/UAS assume their post at the end of winter semester.

- Strong recommendation that Chair of ECS/UAS receive a course release for the summer term for governance activities recognizing that governance is a year round activity.

Standing Committee Reports

- APSC – Committee will recommend changes to advising and the course repeat policy.
- FPPC – Committee has concluded business; waiting for agenda and charges from ECS.
- FSBC – Committee urges that the second tier of benefit charges not take effect this January because of the small amount of raises received for this year.
- UCC – Long Range Curriculum Task Force Report has created changes that impact UCC and will be discussed at the first meeting of UCC. Forms have also been revised and will be reviewed by committee.

- UAC – Committee will try to blend assessment reports into a 10-year cycle, with years 2 and 7 a self-study year.

Parking Update

- Tim Schad, Vice President for Finance and Administration, presented an overview of the current parking situation. Parking problems will continue due in part to the volume of students and losing space on the Allendale campus because of construction.
- Another parking lot is needed downtown and an increase in number of spaces is needed in Allendale.
- Vice President Schad agreed to come back to Senate to address budget concerns if requested.

Meeting adjourned at 4:53pm

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Agenda

1. Approval of Agenda
2. Introduction of Members
3. Approval of Minutes - April 30, 2003; May 20, 2003 (retreat)
4. Report from Chair
 - a. The first meeting of ECS will be used to review last year's actions, discuss items that have arisen during the summer, set a tentative agenda for the academic year, and establish the first UAS Agenda. The business below reflects items accumulated from last year and the summer. If you are unable to attend, please send a substitute.
 - b. IPED Financial Reports / Annual Audit & Adopted Budget
5. Report from the Provost
6. Report from the Student Senate President
7. Old Business
 - Bylaws and Guidelines to Senate Practice (11/21/02)
 - Final Plans in Process
 - Nursing Doctorate (# 3356)
 - Master in School Counseling (# 3357)
 - Art History (# 3414)
 - Minor in Entrepreneurship (# 3415)
 - BS in Athletic Training (# 3628)
 - BS in Movement Science (# 3629)
 - Department of Liberal Studies (# 3711)
 - Master in Bioinformatics (# 4016)
 - Master in Biostatistics (# 4017)
 - Master in Biotechnology (# 4018)
 - Domestic Partner Benefit Presentation at June 13, 2003 Board of Trustees meeting
 - Strengthening Faculty Governance
 - Have Committee Chairs attend UAS to present their committee's decisions
 - Have ECS send reports back to committee for clarification rather than re-writing them
 - Invite proposers to ECS/UAS deliberations
 - Request necessary data for committee discussions from Administration
 - Use of Committee or Task Force to clarify Senate questions
 - Targets for Increasing the Share of Regular Faculty

"The Winter 2003 Registrar's Report calculates that GVSU has 17,534 FYE students (2,132 graduate) and 812.61 FYE faculty (on a 12 contact hour basis) for an overall student-faculty ratio of 21.58. This ratio is slightly worse than the 20.6 ratio mandated in the handbook (III.B). In order to achieve this mandated ratio, we needed 851 FYE faculty on the basis of teaching 12-hour loads. According to the Provost's faculty count report of 28 January 2003, we have 592 regular faculty and 525 non-tenure track faculty (86 affiliates, 102 visitors, and 337 adjuncts). On a 12 contact hour equivalent basis, seeking 100 percent regular faculty coverage, Grand Valley is short

471.75 professors (1,063.75-592). While we hired an average of 40 faculty a year from 1998 to 2002, around 25 were hired in 2003 and fewer new lines are expected to be available next year. For 75 percent staffing, Grand Valley needs to hire 46.25 professors (12-hour equivalent) or 205.81 (9-hour equivalent). Last year, Thorpe reported lower totals: 32 and 176 respectively. With more students being admitted and fewer regular faculty hired, the gap will worsen next year. Finally, note that the hiring needed to achieve the 75 percent goal just for undergraduate sections requires slightly different data than that provided by the Registrar." (From the "Status of Business, Regular Faculty Goals, ECS/UAS, April 3, 2002).

- Intellectual Policy Statement of Principles
 - Establishment of Task Force
- Design of Teaching Environment and Faculty Involvement
- Campus Life: Support of Scholarship
- Faculty Involvement in Budget Process
- Strategic Planning – Global Issues from Retreat
 - Steps required to enhance the quality of education
 - Reorganization
- Workload Equity
 - Release time equity
 - Accountability re: release time, unit projections, sabbaticals, administration promises
- Visioning the "next level"
- Crisis preparation to avoid "reduction in force": establishing a "rainy day" fund (being fiscally responsible)
- Discuss faculty representation on Deans' Council and Budget Committee

8. New Business

- Affiliate Faculty Guidelines (FPPC)
- Summer Add/Drop Policy (APSC)
- Phased Retirement (FPPC)
- Evaluation of Service Units

9. Ideas for Future Fora

- Workload Equity and Enlarging Regular Faculty
- The "Next Level": What is it?

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Wednesday, August 20, 2003

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1:00 p.m – 4:30 p.m.

- 1:00 pm** Welcome and Introduction of Members
- 1:05 pm** Chair Overview and Brief Report
- Minor in Entrepreneurship – 9 yes, 0 opposed, 0 abstentions
 - Master of Science in Bioinformatics, Biostatistics, and Biotechnology – 8 yes, 1 opposed, 0 abstentions
 - Parking Update
 - Library Statement
 - Sponsoring Convocation Picnic – Fall 2004
 - Board of Trustees Social Event – Fall 2003
- 1:10 pm** Provost Report
- Reorganization discussion
 - Other Administrative Initiatives
- 2:00 pm** ECS Reorganization Process Discussion
- Reorganization Memo
 - Five Questions
 - Faculty Governance Website
 - Faculty Forum(s)
 - Timeline
 - Individual Department Division and School Responses and Votes
 - UAS Deliberations and Recommendations
- 2:30 pm** Finalize 2003-2004 Academic Governance Meeting Schedule
- 2:40 pm** Review Future ECS Agenda
- University Marketing Committee (election of two faculty members)
 - Timeframe and Process
 - Academic Policies and Standards Committee (Election of UAS member)
- 3:00 pm** Domestic Partner Benefit Decision
- 3:15 pm** Design of Teaching Environment and Faculty Involvement
- 3:30 pm** Standing Committee Reports
- 4:00 pm** Parking – Tim Schad update