

## Executive Committee of the Senate

Minutes of August 29, 2003

**PRESENT:** Robert Beasecker, Yatin Bhagwat, Jay Cooper, Rob Franciosi (Vice Chair), Richard Hall, Robert Hendersen, Hugh Jack (for Harold Larson), Paul Leidig, George Lundskow, Susan Martin (*ex officio* for Gayle Davis), Jean Nagelkerk (Chair), Allison Reynolds (student), Ellen Schendel, Wendy Wenner (*ex officio*)

**ABSENT:** Douglas Chung, Rachael Voorhees (Student Senate President)

**GUESTS:** Agnes Britton

- 2.1. Approval of Agenda  
The Agenda was approved as submitted.
- 2.2. Introduction of Members  
Members introduced themselves and what departments they represented.
- 2.3. Approval of Minutes -  
The minutes of April 30, 2003 were approved as submitted.  
The minutes of the retreat on May 20, 2003 were approved as submitted.
- 2.4. Report from the Chair
  - a. Winter Semester Retreat will be on January 9 from 1:00 pm to 4:30pm at Meadows for ECS & Standing Chairs.
  - b. Faculty Governance News was posted on the web site and Academic Governance bulletin board.
  - c. IPED Financial Reports / Annual Audit & Adopted Budget – The Audited Financial Report, which is due by the first quarter, will be distributed when completed.
- 2.5. Report from the Provost
  - a. Various personnel announcements were made including the introduction of our newest deans and directors
  - b. Convocation was very well attended and the Dedication for the Center for Health Sciences will be on September 15.
  - c. The Provost's Office is looking for an editor to the Grand Valley Review. This position has 1course release.
  - d. The Provost would welcome the opportunity to discuss reorganization with any group/department.
- 2.6. Report from the Student Senate President
  - a. Students are back on campus and convocation was a huge success. As part of the Orientation, all students were invited to attend.
  - b. Bussing remains a concern during peak hours. "Shadow buses" will be available to pick up any overflow.
  - c. To commemorate those lost on September 11, bells will toll on the clock tower and there will be a student-led candlelight vigil.

2.7.

Reorganization issues

- a. Email was sent to all faculty, deans and chairs of standing committees asking for their input on the Reorganization model that was distributed. Specific concern is that the timeline is too tight.
- b. ECS should provide a position statement as to what their stance is on the reorganization model.
- c. Comments from individuals and departments will have to be compiled at some point. Each standing committee will be charged with assessing how the reorganization will impact their work.
- d. Chair reminded committee that they are faculty representatives and as ECS members have to present what the faculty as a whole wants, not individuals.
  - i. Tentative timeframe established;  
September - feedback will be given to Provost  
October – New Model presented from Provost for Department reaction
- e. A request was made that the Provost and Chair present a joint letter to new faculty that ensures that the Tenure requirements they were hired under will not change due to reorganization.
- f. Standing committees will be given a list of questions/concerns that they are to address within their own committees.

2.8.

Old Business

- The following areas will be implemented this year to strengthen 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  
Chair will request clarification on "Guide to Senate Practice" from author(s)
- Intellectual Policy Statement of Principles  
Intellectual Property statement will be updated. University Counsel, Tom Butcher, is eager to work with faculty on this. Suggestion was made to have several members of original task force(from 2000) serve on new task force.
- Design of Teaching Environment and Faculty Involvement  
Jean Nagelkerk will write a letter to FTLCAC requesting that they be involved with the building design of new instructional spaces.
- Campus Life: Support of Scholarship  
Discussion on to showcase faculty work on campus. Robert Hendersen will draft a document on infrastructure for scholarship.

Meeting Adjourned at 4:55pm

## Executive Committee of the Senate

August 29, 2003

3:00 p.m. to 5:00 p.m.

Kirkhof Center, Room 201

### 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?