

Grand Valley State University

Executive Committee of the Senate

September 24, 2004

Present: John Bender, Yatin Bhagwat, Jay Cooper, Gayle Davis (ex officio), Rob Franciosi (vice chair), Richard Hall, Bill Hosterman, Jon Jellema (ex officio) George Lundsow, Brian Kingshott (for Kristine Mullendore), Jean Nagelkerk (chair), Karen Novotny,, Lisa Rigsby, William Rogers, Ellen Schendel, Kathleen Underwood

Guest: Pat Oldt

Agenda Items	Discussion	Action / Decisions
1. Approval of Agenda	The agenda of September 24, 2004 was reviewed	The agenda of September 24, was approved as submitted.
2. Minutes approval	The minutes of September 10, 2004 were reviewed.	The minutes of September 10 , 2004 were approved, as amended.
3. Report of Chair	<p>a) The chair reported that the Director of Honors is proposing to disband the Honors College Advisory Committee and establish a new committee. A presentation will be made at a future meeting.</p> <p>b) The chair will meet with Paul Huizienga on October 15 to discuss the research guideline report and then will present a summary to ECS. The updated guidelines will need to be included in the Faculty Handbook.</p> <p>c) Catherine Frerichs has asked that the Faculty Senate co-sponsor an event on Intergroup Dialogues and claiming a liberal education in the Winter semester 2005.</p> <p>d) Two faculty focus groups to discuss higher education are needed. Pat Oldt will present criteria for groups.</p> <p>e) A link to the Campus Kiosk has been added to the home page of the Faculty Governance website.</p> <p>f) The Chair attended an orientation for student senators.</p>	
4. Report of Provost	a) Provost Davis reported that adding faculty lines is a priority for her office.	
5. Report of Student Senate President	<p>a) The student senators held an orientation "boot camp" for new senators.</p> <p>b) Maya Angelou is coming to GVSU on September 28, 2004 with a sell-out crowd expected.</p>	

6. Report of Standing Committee Chairs	No Report	
7. Old Business	<p>a) The Domestic Partner Benefit Task Force report update will be presented in January 2005.</p> <p>b) There was discussion on the Faculty Workload form and the differences in workload between and within various colleges.</p> <p>c) The Final Plan for the Department of Liberal Studies was discussed. The UCC and FSBC both approved the plan, and the director of Liberal Studies will be invited to attend the next ECS meeting to answer questions.</p> <p>d) The Final Plans for the 3 Biology Masters is at the UCC stage.</p> <p>e) Prospectus for Master in Education - Chemistry concentration</p>	<p>Query FPPC to determine if they have time to make recommendations on faculty workload. Obtain data on faculty workload by department.</p> <p>The Director of Liberal Studies will be invited to attend next ECS meeting.</p> <p>No Discussion.</p>
8. New Business	<p>a) Pat Oldt, Vice President for Equity & Planning, distributed material on holding faculty dialogues on higher education from the model set up by National Forum on Higher Education. Each ECS Senator is responsible to recruit two people to attend; one for each focus group.</p> <p>b) The library policy of warehousing books that haven't been circulated in the last five years was discussed. After discussion, Senators were satisfied that warehoused books were available for use and could easily be recalled from storage.</p> <p>c) Nominations for appointment to the Faculty Personnel Policy Committee were received. Douglas Chung was appointed (subject to his acceptance), with Javier Estrada as an alternate.</p> <p>d) A Faculty Forum was held on September 24, 2004 regarding the personnel process. Another forum is scheduled for October 1, 2004. A summary of statements will be posted.</p> <p>e) Jay Cooper provided an update on the First-Year Experience Committee's work.</p>	<p>Two Focus Groups are scheduled from 12:30pm to 2:30pm on October 22; one in Allendale and one in Grand Rapids. The names of participants should be sent to Jean Nagelkerk and Lisa Haight.</p> <p>The Chair will contact Douglas Chung</p>

	<ul style="list-style-type: none"> f) Center for Excellence in Science Education g) Strengthening Faculty Governance h) Center for Excellence in Scholarship and Creative Activities i) Faculty Governance Space j) Summer Drop Add Policy k) UCC role in prospectus and final plans l) Full-year Faculty Governance m) Roberts Rules of order 	<p>No Discussion. No Discussion. No Discussion. No Discussion. No Discussion. No Discussion. No Discussion. No Discussion</p>	
9. Ideas for Future Fora	<p>Workload equity and enlarging regular faculty The "Next Level:" What is it? Graduate versus Undergraduate Programs</p>		
10. Adjournment	<p>The meeting adjourned at 4.56</p>		

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September 24, 2004

142 Kirkhof Center

Agenda

1. Approval of Agenda
2. Approval of Minutes - September 10, 2004
3. Report from Chair
4. Report from the Provost
5. Report from the Student Senate President
6. Old Business
 - a) Domestic Partner Benefit Task Force
 - o Clarification and Organization of materials
 - o Move to UAS Agenda January 2005
 - b) Strategic Planning – Global Issues from Retreat
 - o Visioning the “next level”
 - o Strengthening faculty governance
 - o Steps required to enhance the quality of education
 - Improving Faculty/Student Ratio
 - o Support of scholarship
 - o Evaluation Criteria
 - o Faculty Office space and resources when teaching off “home” campus
 - o Traffic flow & traffic patterns
 - c) Workload Equity
 - o Release-Time equity and Accountability
 - d) Final Plans in Process
 - o Department of Liberal Studies (# 3711)
 - At ECS stage
 - o Master in Bioinformatics (# 4016)
 - At UCC stage
 - o Master in Biostatistics (# 4017)
 - At UCC stage
 - o Master in Biotechnology (# 4018)
 - At UCC stage
 - e) Prospectus for a Masters of Education (Chemistry Concentration)
 - o At UCC stage
 - o At FSBC stage
 - f) Faculty Handbook On-Line
7. New Business
 - a) Faculty Dialogues on Higher Education
 - b) Library policy of warehousing books
 - c) Appointment of minority member to FPPC
 - d) Faculty Forum regarding Personnel Process
 - a. 9/24/04; 1:00pm to 3:00pm in 204 Kirkhof Center
 - b. 10/1/04; 1:00pm to 3:00pm in Loosemore Auditorium, DeVos Center
 - c. Faculty Forum Format
 - i. Agenda items
 1. Tenure status needed to serve on College Personnel Committees
 2. Composition of College Personnel Committees
 3. Dean’s Role in the Personnel Process
 4. Minority Representation
 5. Consistency of personnel policies across colleges
 6. Other Issues
 - e) First Year Experience Committee Report
 - a. Jay Cooper
 - f) Center for Excellence in Science Education
 - g) Strengthening Faculty Governance
 - o Have Committee Chairs attend UAS to present their committee’s decisions
 - o Have ECS send reports back to committee for clarification rather than re-writing them
 - o Invite proposers to ECS/UAS deliberations

- Request necessary data for committee discussions from Administration
- Use of Committee or Task Force to clarify Senate questions
- Design a reporting back mechanism
- h) Center for Excellence in Scholarship and Creative Activities
- i) Faculty Governance Space
- j) Summer Add/Drop Policy (APSC)
- k) UCC role in prospectus and final plans
 - Resource Balance in graduate/undergraduate programs
- l) Full year faculty governance
- m) Robert's Rules of Order

8. Ideas for Future Fora

- Workload equity and enlarging regular faculty
- The "Next Level": What is it?
- Graduate versus Undergraduate programs