

UNIVERSITY FACULTY COUNCIL MINUTES – MEETING SEVEN

December 7, 2005, 3 – 5 p.m.

Tower Room, McKenny Union

www.emich.edu/facultycouncil

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487-0196

**I. Call to order**

The meeting was called to order at 3:00

**II. Approval of the minutes of November 16, 2005**

The minutes were approved.

**III. Committee Appointments**

**A. General Education Implementation Subcommittees**

1. Learning Beyond the Classroom

**Still needed: someone from COB**

2. Catalog Development Taskforce – (Bill Miller)

**Still needed: someone from CAS, COB, COE, COT**

3. Vetting Committee -- CHHS

David Thomas was elected

**B. URSLC – Sabbatical Leave substitute from COB:**

Matt Sauber was endorsed

**C. AQIP Academic Advising Team Members.**

Elected were Polly Buchanan (COT), Chris Gardiner (CAS), Diane Winder (CAS).

**IV. Guests – Ron Peterson & Mary Yoder (BARNES & NOBLE); Sean O'Brien, Joe Cusmano, & Rose Ciucio (NEBRASKA BOOKS); Lena Cervantes (MIKE'S BOOKSTORE)**

- [www.emutextbooks.com](http://www.emutextbooks.com) is an e-mail forwarding service which sends textbook orders from faculty to each of the four bookstores.
- Work will be done to make the website easier to use. Specifically a "same as" option will be added. Please feel free to make other suggestions to the EMU bookstore.
- For faculty it would help if textbook orders could be accompanied with a simultaneous request for a desk copy if needed.
- Students very soon will be able to see text book orders on the Barnes & Noble website.
- David Clifford indicated that faculty already can use announcements on my.emich.edu as a way of telling students which textbooks they are going to use. Bill Shell of ICT will send an e-mail to all faculty telling them how to do this.
- It is requested that bookstores include e-mail addresses in order to make communication easier.
- Bookstores and students complain that faculty are late in ordering textbooks; however, sometimes faculty do not know which courses they are going to teach until right before the term begins. This is caused by the late registration of students.

- Resale of used books leaves authors and publishers without income and decreases their motivation to publish an up-to-date text in smaller specialty areas.
- Bookstores do not like exclusive orders; however, faculty and students have found that without exclusive orders, students have to visit many stores and bookstores run out of texts, because too few texts are ordered. Mary Yoder and Rose Ciucio indicated that they would order more books in the future.
- Nonexclusive orders also are very problematic for online students and students who come for a single evening class.
- Having tracking information available which indicates which bookstore has a copy of which text, for example, on the website of the bookstore, is not likely in the near future.
- Faculty indicated that they could not necessarily order required texts through the local bookstore, even though these texts are available in a regular book store. Ron Peterson and Mary Yoder indicated that Barnes and Noble have a textbook division which is totally separate from the regular book store, but they will try to be more helpful in the future.
- Faculty also find that the stores are uneven in the services which they offer, and faculty prefer to go to the store in which the service is better.
- Earlier submission of textbook orders could be promoted by offering to faculty who order sooner discounts on texts or small presents, like a mug, for guest speakers in their classes.
- Linda Shirato indicated that librarians need to know which books are being used in classes, because students come to the library with the expectation that the library will have this information. Failure to know which books are used also presents an additional problem. Halle library does not purchase texts; however, sometimes the library does have the book, and, if the library does not know in a timely fashion that this book is being used as a text in a class, a student checks it out and keeps it for the whole semester. These students ignore recall orders, because the fee for failing to return a book is low in comparison to the purchase price of the book. If librarians know which texts are used, these books can be put on reserve, and this provides far better controlled access to the text. Late fees for books on reserve are high enough to motivate students to return the text promptly. Instructors also can provide a copy of the text to be put on reserve to make the text available for those who do not have access to a text. Having one's own text is still a preferred option for students because of easier access, so the limited availability in the library should not present competition to the textbook companies.

**V. Guests – Bobby Murkowski (STUDENT BODY PRESIDENT) & Daniel Cicchini (STUDENT BODY VICE-PRESIDENT)**

Students are very concerned about the cost of books, and they would like to have an open website so students know which texts are required for which class. They also would like to organize a bookswap; however, this poses liability

questions. S. Norton (WMST; FCEB) will work with the students to create a workable proposal.

**VI. Guests – Bill Shell & Aric Kirkland (ICT)**

- Students now have access to labs through their e-mich account, rather than through an ID. This means easier access for students, no access for outsiders, and ICT staff can help students rather than worry about access. Plus the level of usage now can be tracked.
- There is temporary storage on computers which is accessible from home also.
- Faculty strongly and repeatedly urged Bill Shell to consider a policy of limiting or removing free paper usage, instituting a reasonable charge, using these monies as revenue rather than outsourcing this function.
- Faculty also strongly urged Bill Shell to consider a site license for Adobe Acrobat and for Dream Weaver. Both would be very helpful to faculty and students.
- There are labs over which specific departments have and want to maintain control, and these are not served by ICT.

**VII. Announcements**

- **University Faculty Council Scholarship.** Kathryn Prater is the first recipient. There were so many good applicants that it is better to leave the scholarship monies as expendable rather than endowed, so that more scholarships can be given.
- **Process for Nominations for Faculty Service on Committees.** To make sure that all nominees are well represented, all nominations are to be sent to the University Faculty Council representative and to be accompanied with a three or four sentence description of why the nominee is interested in the position and what the person's qualifications are.
- **Please include e-mail addresses** with all communications. It is not easy to get access to e-mail addresses.
- Full-time **Release for a Faculty Compliance Associate** for the NCAA. If faculty want to share the release time and work together this is fine also. For further information, please contact Melody Reifer Werner, Director of Compliance at EMU.

**VIII. Announcements**

- The **eighth University Faculty Council** meeting for the 2005- 2006 Academic Year will be held on January 18, 2006, 3 – 5 p.m. in the Tower Room of McKenny Union.
- The **eight University Faculty Council Executive Board** meeting for the 2005-2006 Academic Year will be held on January 11, 2006, 3 – 5 p.m. in the Faculty Council Office, 104 Pierce Hall
- Please make sure you read your e-mail regularly. It is the primary method of communication regarding upcoming Faculty Council meetings and announcements. Please reduce your accumulated e-mail; otherwise, OVERQUOTA will appear, and you will not receive current materials.

**VII. Adjournment**

The meeting adjourned at 5:00 p.m.

Respectfully submitted,  
Alida Westman

**Present:** V. Okafor (AFS); M. Reedy (ART); M. Coffman (BIOL); D. Snyder (CHEM); S. McCracken (CTA); M. Evett (COSC); D. Crary (ECON); S. Krause (ENGL); I. Ahmad (CIS); M. Zinggeler (FLABS); C. Mayda (GEO/GEOL); L. Watson (HIS/PHIL) M. Paciorek (HPHP); D. Clifford (HEALTH SCI); C. Haddad (TECH STUDIES); G. Mitchell (ENGIN TECH); E. Broughton (L & C); L. Shirato (Halle); R. Hill (MGMT); D. Barton (MKT); G. Ahlbrandt (MATH); J. R. Smith (MUS/DANCE); J. Porter (PHY/AST); E. Martin (PLS); A. Westman (PSY); R. Orrange (SAC); M. Bombyk (SWK); L. Lee (SPED); M. McCormack (TED); S. Norton (WMST).

**Ex-Officio:** D. Loppnow (INTERIM PROVOST & V.P. OF ACADEMIC AFFAIRS); N. Contas (ASSISTANT V.P. OF ACADEMIC SERVICES); Bob Neely (INTERIM SENIOR ASSOCIATE V.P., ACADEMIC AFFAIRS).

**Guests:** Ron Peterson (BARNES AND NOBLE); Mary Yoder, (BARNES AND NOBLE); Sean O'Brien (NEBRASKA BOOK CO); Joe Cusmano (NEBRASKA BOOK CO); Rose Ciucio (NEBRASKA BOOK CO); Bobby Murkowski (STUDENT BODY PRESIDENT); Daniel Cicchini (STUDENT BODY VICE-PRESIDENT); William Shell (ICT); Aric Kirkland (ICT); R. Bullard (Halle)

**Absent:** ACC; NURS; TEACHER ED