

UNIVERSITY FACULTY COUNCIL (UFC) MINUTES – MEETING NINE

February 1, 2006, 3 – 5 p.m.  
Tower Room, McKenny Union

www.emich.edu/facultycouncil

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487-0196

**I. Call to order and Approval of the minutes of January 18, 2006**

The meeting was called to order at 3:02. The minutes were approved with three corrections. Members requested that the minutes also indicate that the request for timing of the declaration of a major (VI) should be stated in the positive rather than the negative. Jae Park's name (II.B.) was misspelled. Nina Contis' last name and official title were incorrect in the listing of those present at the meeting.

**II. Committee Appointments**

**A. University Security Committee**

Linda Kinczkowski (COT) and Elizabeth Bucciarelli (Library) were appointed to the committee.

**B. University Technology Security Committee**

Jae Park (COT) was appointed last time, but a second appointment still is needed.

**C. Retention Taskforce Replacements for the representatives from CHHS and CAS**

Sandra Nelson from Nursing (CHHS) and Genevieve Peden (FLABS) were appointed.

**D. Gen Ed: Learning Beyond the Classroom**

Harash Sachdev (MKT) was appointed.

**III. Guest – Don Loppnow, Interim Provost and vice President for Academic Affairs**

During the presentation, Don Loppnow made the following points.

- 1- He has been trying to reallocate funds in order to have more money for research. He hopes that yet more money will be made available, especially for the Faculty Research Fellowships.
- 2- A lobbying firm for EMU in Washington DC has helped in developing nine proposals for likely funding.
- 3- Assessment in Higher Education is very much increasing in significance. AQIP requires outcome assessment, as does NCATE and other disciplines. Bob Neely has reserved a train car to take people to Chicago to attend the Higher Learning Commission.
- 4- With respect to the 47 searches which were authorized for this year, three people have been hired, one has been made an offer, 19 are interviewing, 22 are at an earlier stage in the search, and two have failed. People are moving faster on the searches than last year.
- 5- Two task forces have been formed which are looking at realignment. One is looking at the five colleges and the library, and the other is looking at everything except the colleges and library. The aim is to save money which can then be redirected toward healthcare, utility bills, etc.

During questions and answers, the following points were made.

- 1- The Gen Ed realignments should not influence tenure-track positions, but they may influence lecturer positions.
- 2- The administrative realignment committee consists of five people, and it does not yet have faculty representation on it; however, faculty representation does seem like a good idea.
- 3- In comparison to peer institutions, EMU is well streamlined.
- 4- All proposals for realignment should be at the very least cost neutral. The motivation is to promote effectiveness. At the very least a discussion of how the university is aligned is a good discussion to have. No reorganization is off of the table. One model would have program chairs with the deans taking over the budgetary work of the department heads.
- 5- The budget for Academic Affairs is two million out of balance.
- 6- The support structure of clericals is extremely lean due to previous cuts.
- 7- Looking at energy efficiency of the buildings, such as the types of lights which are being used, would save a lot of money almost immediately.

**IV. Proposal to Realign Internal EMU Funding for Research and Proposed Guidelines for the NEW FRF.**

There was no time to discuss these proposals. Also representatives mentioned that the proposals had not been discussed by the college councils. As a result, Daryl Barton is going to send the proposals out to all faculty and request feedback. The proposals will be taken up at the next UFC meeting.

**V. Guest: Gersham Nelson, Policy for Declaring a Major**

The problem is that many students do not declare a major until they apply for graduation. Many of them have not received advising, and they have not taken a coherent set of courses. As a result the Individualized Program of Studies is used and abused to help them graduate.

Representatives suggested that the need for advising should be made clearer to students. Further, students should be informed that there are programs which require early enrollment for completion in a timely manner.

Declaring a major will make it possible for those who run programs to look for their majors to advise and encourage them. Banner soon should make this possible.

**VI. Proposed Policy on Electronic Theses and Dissertations**

Digital format would make material more readily accessible and save library space; however, electronic formats change. The proposal did not make clear whether bound copies would be acceptable; it only indicates that theses and dissertations must be submitted electronically/digitally. Further, EMU's e-mail system very frequently cannot handle large files, and this restriction is still being worked on.

**VII. Committee Report: Parking**

The parking committee changed the time of the meeting, and, because faculty teach, they are much more likely not to be able to come to rescheduled meetings than other staff members on campus. This lack of schedule flexibility for faculty needs to be kept in mind before meetings are rescheduled.

**VIII. Announcements**

- The **tenth UFC** meeting for the 2005- 2006 Academic Year will be held on **February 15**, 2006, 3 – 5 p.m. in the Tower Room of McKenny Union.
- The **tenth UFC Executive Board** meeting for the 2005-2006 Academic Year will be held on **February 8**, 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 University Faculty Council meetings and announcements. Please reduce your accumulated e-mail; otherwise, OVERQUOTA will appear, and you will not receive current materials.
- The **Academic Affairs Divisional Meeting** meeting will be Feb 9, 9 – 10:30 in the McKenny Ballroom, and about an hour of this meeting will consist of a round table on realignment.
- Professor Katz, U of North Carolina, Asheville, will talk about Gen Ed assessment and faculty development on Feb 6, 3 – 4:30 and Feb 7, 2:30 – 4, in Halle Auditorium.

## **VII. Adjournment**

The meeting adjourned at 4:48 p.m.

Respectfully submitted,

Alida Westman

**Present:** M. Rahman (ACC); V. Okafor (AFS); M. Reedy (ART); M. Coffman (BIO); R. Nord (CHEM); S. McCracken (CTA); M. Evett (COSC); D. Crary (ECON); L. Adler-Kassner (ENGL); I. Ahmad (CIS); M. Zinggeler (FLABS); C. Mayda (GEO/GEOL); L. Watson (HIS/PHIL); S. Levine (HPHP); D. Clifford (HEALTH SCI); C. Haddad (TECH STUDIES); G. Mitchell (ENGIN TECH); E. Broughton (L & C); K. Banerji (MGMT); D. Barton (MKT); J. Jones (MATH); S. Nelson (NURS); J. Porter (PHY/AST); E. Martin (PLS); A. Westman (PSY); R. Orrange (SAC); L. Lee (SPED); M. McCormack (TED); S. Norton (WMST).

**Ex-Officio:** D. Loppnow (INTERIM PROVOST & V.P. OF ACADEMIC AFFAIRS); N. Contis (ASSOCIATE V.P. FOR ACADEMIC AFFAIRS, UNDERGRADUATE STUDIES AND CURRICULUM)

**Guests:** G. Nelson (EXECUTIVE ASSOCIATE TO PROVOST OF ACADEMIC AFFAIRS); P. Zimmer (PRESIDENT OF GRADUATE COUNCIL); J. Edgren (GRADUATE COUNCIL).

**Absent:** Halle; MUS/DANCE; SWK