

UNIVERSITY FACULTY COUNCIL MINUTES – MEETING SIX

December 5, 2007, 3 – 5 p.m.

310 B Student Center

www.emich.edu/facultycouncil

rlarson@emich.edu

487-0196

I. Call to order

The meeting was called to order at 3:09 p.m.

II. Approval of the Agenda

The agenda was approved with a vote of 24-1-0.

III. Approval of the Minutes of November 7, 2007; Electronic Distribution of the Minutes

Two changes were suggested to the minutes. Further, the minutes no longer will be provided hard copy to save paper and will be sent out electronically only, beginning with these minutes.

IV. President's Report – Russ Larson

A. Open Budget Meeting. The AAUP Faculty Forum on the budget and academic priorities will be held on Monday January 14, 2008, 3 - 5 p.m. The place is yet to be determined. It is expected that administrators who deal with the budget also will attend this meeting. Questions will be collected by Russ Larson, and these will be forwarded to Howard Bunsis early in 2008. Then in February, the administrative team will present budget information.

B. Strategic Planning. A person is needed to serve on the Strategic Planning Committee to represent faculty interests. This committee is expected to be small and to make important decisions. Raouf Hanna chairs this committee and will come to the next Faculty Council meeting (on January 9, 2008) to explain more fully what this committee is about.

A concern was raised about the timing of this committee. Some faculty members felt that this committee makes more sense once the next EMU president has taken office.

V. Nomenclature; No Policy Change Required in COE Policy.

Ethan Lowenstein as representative for Teacher Ed requested that there be formal acknowledgment that "This proposal requires no change in COE policy." Bette Warren indicated that this is a correct statement.

The proposal on nomenclature passed 24-0-1.

VI. Sabbatical Leaves Policy. Concern was expressed that this MOU is between the administration and EMU-AAUP and that University Faculty Council should not express an opinion. The current status of the MOU is unclear. Others indicated that University Faculty Council can express support for the idea. Only one faculty member has indicated disapproval of the proposal, and this was on the basis that endorsement at the university level would add importance to a faculty member's sabbatical proposal.

The motion to approve the MOU exactly as written was defeated 14-2-8.

VII. Elections and Committee Appointments

A. Should faculty teach at least one course to serve on UFC committees? Past practice has been that faculty needed to teach at least one course in order to represent University Faculty Council on a committee. The concerns were raised that release time can be sudden, and that there are very different roles in which people engage

during release time. Following brief discussion the consensus was reached that an individual should be classified as a faculty member to be eligible to serve and that possible conflict of interest needs to be evaluated on a case by case basis. The By-laws committee is asked to include wording to this effect in the By-laws, because currently there is no language to provide guidance.

Russ Larson will contact Denise Tanguay and ask her to continue to serve on the Gen Ed Vetting Committee.

B. Committee Service: Effective Use of Faculty as a Resource

There has been a tremendous increase in the number of committees on which faculty are asked to serve. Only tenure-track faculty engage in service; neither lecturers, nor adjunct do. Therefore thought needs to be given to the committee service in which we ask faculty to engage.

C. Institutional Assessment – Margaret Crouch

The questions cannot be changed, but questions can be added. Several concerns were raised, such as faculty's knowledge about resource allocations, so that they can evaluate their fairness. Further, the administration is treated as one unit, even though there are different levels, and it is not clear which level of the administration is being addressed in specific questions.

Please send further suggestions to Margaret Crouch.

VIII. Resolution on EMU Going “Green.”

The following resolution was presented for vote at the next University Faculty Council meeting (on January 9, 2008). Representatives are requested to forward the resolution to the people whom they represent and get feedback from them.

“Because sustainability is critical to ensuring the health of our nation and planet, many American colleges and universities have demonstrated leadership by becoming models of energy efficiency and environmental stewardship.

Be it therefore resolved that the EMU Faculty Council will appoint a three person committee to investigate, evaluate, and report on EMU's present commitment to sustainability and to make recommendations for future sustainability initiatives at EMU. The committee will report its findings by the beginning of the Winter 2009 academic term.”

IX. Handouts

A. Open Forums with the Candidates for Executive Director of Public Safety.

B. The list of faculty who will be participating in the Winter Graduation ceremony.

X. ICT Printing Quota – Bill Shell

After studying what other universities do and gathering information about paper usage at EMU, it was decided that beginning with Winter 2008, the number of pages which an undergraduate or faculty member can print free of charge in ICT labs is 400, and the number of pages which a graduate can print free of charge is 800. The quota for persons with disabilities who cannot read easily is yet to be determined. Individuals can keep track of the number of pages they have printed online, and they will be asked permission to continue printing beyond the allotment. The overage charge is 5 cents per page which will be billed in increments of \$5.- The default for printing power-points is three slides per page. The information about the change in policy has been widely distributed.

XI. ICT Organizational Structure – Connie Schaefer

Connie Schaefer has decided to disband UTAC, because there were academic, nonacademic and infrastructure subgroups which were sometimes apathetic about each other's problems. These three groups are now in separate committees with a steering committee to oversee them. Connie Schaefer has presented this to the Strategic Operating Council, is now presenting it to faculty, and will present it to students. She will write charters for each committee, and when these are developed she will share them with University Faculty Council. Faculty requested that the flow of information be shown with flow charts.

Concerns were raised about the fragmentation into separate groups, because technology infuses the whole campus and affects all; however, as a result of this fragmentation concerns of faculty as they teach may not be known and, therefore, no be considered, for example, in computer down-times for updating.

Faculty input will continue through the University Faculty Council Technology Committee which is chaired by Pam Becker.

XII. Program Sustainability – Bob Neely

This is meant to be completed by April 2008.

Sustainability is evaluated by considering (a) demand by students and/or employers, (b) benefits which justify the costs (financially, culturally, and/or from a humanistic perspective), and (c) efficiency of use of resources. The intent is to get a handle on programs, and there is no target number of programs or faculty.

Some data will be provided for all programs for a 5-year period: (a) the program demand as measured by the number of graduates and number of majors, (b) the courses and the programs which these courses serve, (c) course enrollment as measured by the sections which ran vs were canceled, average enrollment per section, and the student credit hour production, (d) cost per credit hour in the department, and how this compares to cost in similar disciplines, and the cost coming from release time for faculty, and (e) the faculty budget.

Department/school-specific data. Each department or school will create a short document (2 pages) in which they describe each program's contribution to EMU and other communities, the cultural impact and significance, reputation, scholarly/creative output, and other features which the department/school believes are important. For example, program demand may be demonstrated by the ratio of the number of applicants to the number admitted. If a program has few individuals, but they take courses in other programs, then cutting the low enrollment program may not make sense.

Following this, the Provost's Office and academic unit head will review and discuss the data. This will lead to a determination as to whether the program is sustainable, not sustainable, or not sustainable in its current form. The program may need more faculty, be combined with other programs, etc.

XIII. Future Meetings and Locations.

A. The next University Faculty Council meeting will be on January 9, 2008.

B. Meetings during this academic year will be held in 310B of the Student Center.

C. Open Budget Meetings. The AAUP Open Budget Committee will be held on Monday January 14, 2008, 3 – 5 p.m. The place is to be announced. Then the administration will present an Open Budget session in February, 2008. Date, time, and place to be announced. Please send questions to Russ Larson.

D. University Faculty Council minutes, documents, committee reports, etc., are posted on the website, www.emich.edu/facultycouncil

XIV. Adjournment

Discussion of program sustainability continued after I had to leave at 5:10 to go teach.

Respectfully submitted,
Alida Westman

Present: M. Rahman (ACC); C. Semmes (AFS); B. Winning (BIOL); S. McCracken (CTA); D. Chou (CIS); M. Evett (COSC); J. Rice (ECON); J. Texter (ENGIN TECH); R. Larson (ENG); M. Zinggeler (FLABS); C. Mayda (GEO/GEOL); D. Clifford (HEALTH SCI); M. Crouch (HIS/PHIL); L. Klopfer (Library); D. Barton (MKT); J. R. Smith (MUS/DANCE); G. Rubenfeld (NURS); E. Behringer (PHY/AST); A. Lottie (PLS); A. Westman (PSY); L. Rocklage (SPED); M. Bombyk (SWK); E. Lowenstein (TED); P. Becker (TECH STUDIES); S. Simoes (WGST).

Guests: Diana Wong (GRADUATE COUNCIL); Bette Warren (INTERIM ASSOCIATE VICE PRESIDENT FOR ACADEMIC PROGRAMMING); Connie Schaefer (INTERIM CHIEF INFORMATION OFFICER); Bill Shell (DIRECTOR OF ACADEMIC TECHNOLOGY AND COMPUTING SERVICES).

Ex-Officio: Robert Neely (INTERIM PROVOST).

Absent: ART; CHEM; HPHP; L & C; MGMT; MTH; SAC.