

UNIVERSITY FACULTY SENATE MINUTES – MEETING ELEVEN

March 17, 2010, 3 – 5 p.m.

310 Student Center

www.emich.edu/facultysenate

faculty_senate@emich.edu

487-0196

I. Approval of the Agenda

Daryl Barton moved and Lidia Lee seconded approval of the agenda. It was approved unanimously.

II. Approval of the Minutes of February 17, 2010

Daryl Barton moved and David Crary seconded the approval of the minutes. The minutes were approved with one abstention (19-0-1).

III. Senate President's Remarks – Matt Evett

A. Rushed Vote. Matt Evett apologized for the rush to a vote on the last motion at the last meeting. It was not meant to curtail comments by individuals who disagreed with the motion. The rush came about due to the fact that it was close to 5 p.m. when many senators have to leave.

B. Elections of Faculty Senate Officers. At the April meeting, a Vice President, Secretary and Membership Secretary need to be elected. The current Vice President, Mahmud Rahman, is eager to serve again. The secretary, Alida Westman, has served for 7 years and chooses not to be re-elected. The membership secretary, David Crary, will serve if asked, but he will yield readily in favor of anyone wanting the position.

C. Electing Senators. Departments which need to choose a representative should do so this Spring, so that the representative can come to the first meeting in the Fall. This first meeting frequently is on the first day of school.

D. Provost's Budgeting Forum Meetings. The provost has scheduled three forums on the budget. Faculty are urged to attend and to urge others to attend also.

E. Survey for the Continuous Improvement of Administrators. Please make sure to answer it.

F. Celebration of Faculty Excellence. Please attend and urge others to attend this celebration. It is on Wednesday, March 24, 2:15 – 5 p.m., in the SC. There will be food and socialization until 3 p.m.

G. Graduate Fair and Undergraduate Symposium. Please attend and urge others to attend the student events during the Celebration of Excellence week, the last week of March.

H. Forthcoming Committee Appointments.

- i. Evaluation Committee for Academic Programming for First Year Students.** The Faculty Senate Executive Board appreciates the majority faculty membership of this committee as designed by Provost Jack Kay. The committee will have 5 members, 3 of whom are faculty appointed by the Faculty Senate. Those interested should make their interest known to Matt Evett and their Faculty Senator. The members need not come from any particular college. So far, Mark Higbee, Kathy Stacey, and Claudia Petrescu are willing to serve.

IV. Resolution/Motion to Express Our Sympathy to Dean Polite's Family.

The Faculty Senate extends our deepest sympathy to the family of Dean Vernon Polite. We are deeply grateful for his many years of faithful service to EMU. The motion passed unanimously.

V. Resolution/Motion Thanking Provost Jack Kay

The Faculty Senate applauds the Provost's balanced and creative approach to budgetary planning for Academic Affairs as reflected in his February 24 e-mail to Faculty and Administrators in Academic Affairs. In particular we appreciate the focus on the centrality of Academic Affairs in the University's Budgetary planning. The motion passed unanimously.

VI. Resolution/Motion to Support Dr. Mahmud Rahman's Work and to Promote Clear Communication on Budgetary Matters

Recognizing how vital the University's budget making decisions, choices, and processes are to the well-being of the EMU faculty and our University,

And knowing that as the rest of this academic year unfolds, many budget-focused discussions will be held around the campus and that budgetary decisions will need to be made,

And in the belief that regular and timely communications to the faculty about budgetary matters should be provided,

The Faculty Senate hereby asks Dr. Mahmud Rahman, Professor of Finance, Vice President of the Faculty Senate, and a Faculty Senate representative to the University Budget Committee, to provide regular factual updates on budgetary issues by e-mail to all faculty. The motion passed unanimously.

VII. Provost's Remarks – Provost Jack Kay

A. Swing space. The course scheduling will be rerun for the Fall term, and then the Spring and Summer terms will be run.

B. Moving to Temporary Offices. A moving consultant will meet with each department's faculty to arrange for the moving. Not all faculty will be able physically to pack up their own office content, so help is needed with the packing, moving, and unpacking.

C. Storage. The spaces do not permit immediate access, and they are not temperature and humidity controlled, so care should be taken not to store items which are critical to the faculty member.

D. Web Guidance System. A web system (GIS) will be available which will help students find parking, indicate how to get from class to class, and permit modification of paths, so that, for example, the student can eat between classes. Faculty also may be interested in this system.

E. Enrollment growth is expected. The Swing space is adequate for the current enrollment, but additional enrollment will require further planning.

F. Swing Spaces Checked for Safety. The places to which people are moving have been checked carefully for mold and asbestos. Some caulking and painting needed to be done.

G. Higher Learning Commission. The representatives who came were very impressed with the efforts to improve. They may have suggestions, but there should be no problem being reaccredited.

H. Faculty Appreciation Breakfast. On the website is a webcast of comments recorded by the provost. He stresses the creation of an academic plan. Participation is welcomed. Elements of the plan include true faculty support

(such as travel), teaching load, valuing diversity (including the need for diverse international orientations), and cooperation rather than competition between units within the university (such as helping students enroll in a different program at EMU if they cannot get into nursing rather than have the student leave the university).

- I. **Graduate Dean Search** will require an MOU with the EMU-AAUP, because the search will not be finished by the end of the term. Service during May will be required.
 - J. **Dean of HHS** search is happening.
 - K. **Programs and Courses.** Compared to the average in Michigan, EMU has dropped more programs and added fewer programs.
 - L. **Academic Support Staff** level is low, and this leads to more work for faculty.
 - M. **Budget Forums.** Turn out at the Budget Forums has been good; however, it is hoped that it will be better at the future forums.
- VIII. **Resolution to Record Motions** by date, sponsor, vote, action and perhaps outcome. This proposal was presented by Mahmud Rahman for vote at the April meeting. It is recommended that if the motion passes, the Faculty Senate motions voted upon in the past two years also be listed in accordance with this resolution.
- IX. **Status of the Survey for the Continuous Improvement of Administrators – Margrit Zinggeler.** The deans of CAS, CAB, and COT are being evaluated. The data will be forwarded to Faculty Senate, the provost, and the individual being evaluated. Faculty Senate will have to decide what to do with the data; however, the emphasis is on improving the performance of the person being evaluated. The intent is to have a 3 year cycle, so that these individuals will again be evaluated in 3 years. Interims also will be evaluated if they are in their 3rd year. It is hoped that in 3 years, the deans of HHS, COE, and the University Librarian also will be evaluated.
- The Faculty Senate Executive Board will write a motion about who will not be evaluated, such as people on medical leave.
- X. **Updating the Library/Faculty Senate Agreement for the 6 Faculty Rooms.** These rooms are in the library and are allocated for faculty use. Daryl Barton is investigating the details of what is happening, and she will propose a policy for the use of these rooms at the April meeting.
- XI. **Committee reports.**
- A. **Defining Faculty Input.** Matt Evett, David Crary, and Elaine Martin continue to work with the Bargaining Committee’s “input” subcommittee. Charles Cunningham chairs this committee. Input from the Faculty Senate to Bargaining Council is very welcome. Ethan Lowenstein indicated that faculty input has become a priority for the administration.
 - B. **Budget Council.** Mahmud Rahman indicated that he is happy to be asked to communicate budget information in a timely fashion and that he applauds Provost Kay for the forums. Academic Affairs need to put as the highest priority; however, the colleges had no input into the current budget processes. Clearly the budget process needs to be updated. The Above Base Budget Request process seems very much to be incremental budgeting again. A motion to engage in zero-base budgeting failed by 1 vote.

The Budget Council is a think tank with 4 subcommittees. These are resource allocation, contingency planning, values and macro-questions, and revenue enhancement.

Mark Higbee added that the Budget Council now has existed for 2 years. A third of the 24 members are faculty, a third are administrators from Academic Affairs, and a third are administrators from other areas. Michael Bretting chairs the Budget Council, and John Lumm comes to each meeting. People are knowledgeable, and there are very good discussions. A new and improved way to create a budget needs to be devised.

- C. **Student Success Council – Mark Higbee.** The council devised with a number of recommendations which the provost endorsed and funded. The initiatives include a faculty development initiative, a 2-year plan, and first year seminars. The projects are pilot projects, so the projects will be changed as a result of how well they work. Previously faculty would suggest initiatives, but they were not funded, and, as a result, they were not implemented.

Lidia Lee cannot come to each meeting due to schedule conflicts. David Crary is the alternate. It is recommended that faculty and their alternates exchange phone information and not rely only on e-mail.

It would help if the Executive Board composed a motion about the composition of the Student Success Council.

- D. **Facilities Committees – David Crary.** Provost Kay has visited all of the academic spaces. Frequently the Facilities Committee feels out of the loop, and so does the provost. Jamin Eisenbach requested a card reader on the large lecture hall in Pray-Harrold, and this is now being planned. However, the Facilities Committee was bypassed in making this decision.

IT will move from the basement of Pray-Harrold, and signs will be posted to indicate where IT is located.

Construction managers have not yet been hired for the buildings, and this may slow down the process. It also leads to a lack of responsiveness; faculty need to come in to clean their own offices. Especially for computers, dust is a problem. Yet there is no one who responds to and solves the problems.

XII. **Faculty Senate Bylaws – Matt Evett and Marti Bombyk**

- A. **Motion 1:** There should be a mission statement for Faculty Senate. The motion received only 16 votes and 22 (2/3rd) were needed to pass a motion to change the bylaws, so the motion failed.
- B. **Motion 2.** *Following the 3-year Faculty Senate Rotation of elections calendar (see Appendix 3 of the bylaws), Senators and their alternates for each school, department, or program shall be expected to be elected by their constituents no later than May 1 and the results of the election shall be reported by the outgoing/re-elected representative to the Vice President of the Faculty Senate no later than May 15. Exceptions shall be made in advance, explained, negotiated, and reconciled with the Vice President. The motion was supported by 22 representatives and passed.*
- C. **Motion 3.** *Expectations for the role and responsibilities of Faculty Senators include the following:*
 - 1. attend Faculty Senate meetings regularly and to have an Alternate serve in their stead when they cannot attend.

2. Prepare for Faculty Senate meetings by reading in advance agendas and documents sent for review.
 3. Routinely consult with their constituents after a motion has been introduced and prior to the next meeting when it will be voted upon.
 4. Represent the diverse sentiments of faculty in their departments to the Faculty Senate when it deliberates an issue.
 5. Vote on issues according to their best judgment after hearing all viewpoints, within and outside of their home departments.
 6. Solicit volunteers from their constituents when a university committee vacancy is announced and volunteers are needed.
 7. Reserve time and report on Faculty Senate matters as a standard agenda item at the regularly scheduled faculty meetings of their School or Department.
- The motion received 18 favorable votes, so the motion did not pass.

XIII. Other

- A. Providing Committee Feedback.** It is not clear how representatives on committees can provide feedback to Faculty Senate in a useful way.
- B. Meeting Schedules are Problematic.** Very frequently administrators do not understand that faculty's schedule changes each term, and that the number of hours during which they can meet is very limited.

XIV. Dates of the Next Meetings

The dates for the next Faculty Senate meetings are 4/7, 4/21 if necessary, 5/19 (tentative) and 6/16 (tentative).

Respectfully submitted,
Alida Westman

Present: R. Woods (AAS); M. Rahman (ACC); J. Eisenbach (BIO); D. Chou (CIS); S. McCracken (CMTA); M. Evett (COSC); D. Crary (ECON); J. Texter (ENGIN TECH); C. Mayda (GEO/GEOL); M. Higbee (HIS/PHIL); S. Levine (HPHP); P. Francis (L & C); J. Nimms (LIBRARY); L. Isenhour (MGMT); D. Barton (MKT); W. Zirk (MUSIC & DANCE); P. Koehn (PHY/AST); E. Martin (PLS); A. Westman (PSY); R. Orrange (SAC); V. Howells (SHS); L. Lee (SPED); C. Haddad (STS); M. Bombyk (SWK); E. Lowenstein (TED); S. Gray (WGST); M. Zinggeler (WORLD LANGUAGES)

Ex-Officio: J. Kay (PROVOST & EXECUTIVE VICE-PRESIDENT)

Guest: T. Brewer (CHAIR OF GRAD COUNCIL); G. Larcom (COMMUNICATIONS & MEDIA RELATIONS); S. Baines Jr. (EASTERN ECHO).

Absent: ART; CHEM; ENG; MTH; NURSING