

UNIVERSITY FACULTY COUNCIL MINUTES – MEETING TWO

October 7, 2009, 3 – 5 p.m.

310 Student Center

www.emich.edu/facultycouncil

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487-0196

**I. Call to order**

The meeting was called to order at 3:10 p.m.

**II. Approval of the Agenda**

The agenda was approved unanimously with an addition under committee assignments.

**III. Approval of the Minutes of September 16, 2009**

The minutes were approved unanimously with 3 changes in wording.

**IV. Chairs of Standing Committees; Members of the Faculty Council Executive Board**

The chairs of the Standing Committees are members of the Faculty Council Executive Board. The following were unanimously approved.

Academic Issues: Lidia Lee

Budget and Resources: Mark Higbee

Honorary Degrees and Distinguished Faculty: Marti Bombyk

Intercollegiate Advisory Committee: Shel Levine

Procedures and Elections:

Institutional Issues: Daryl Barton

Student Issues:

Technological Issues:

Marti Bombyk also is willing to serve as chair for Procedures and Elections; however, according to the by-laws, a person cannot chair more than one committee, albeit they can be members of as many committees as they choose.

People interested in becoming a chair of a committee which does not yet have a chair are requested to make their interest known to Matt Evett.

The roles of the standing committees need to be defined further. Sally McCracken indicated that the committees used to create recommendations to Faculty Council. Perhaps the committees can integrate the work of different university committees which work in relevant areas or proactively review areas and make recommendations. It is important that these committees are made up of faculty members only instead of having a large proportion of administrators.

**V. University Committee Appointments**

**1. General Education Committee.** If interested, please let Matt Evett know.

**2. CE Advisory Council.** Daryl Barton was unanimously endorsed.

**3. Retention Council.** Lidia Lee was unanimously confirmed, with Elaine Martin as alternate. Matt Evett will contact the Retention Council in order to recommend that the issues considered be expanded. For example, looking at graduation rates also is important, and data need to be gathered to explore what promotes graduation and what handicaps retention.

**4. University Research and Sabbatical Leave Committee (URSLC)** From COB (Marketing), Paul Chao was unanimously endorsed for another term.

**5. Faculty Development Advisory Committee.** Natalie Dove (CAS, Psychology) and Bob Teehan (COT, Technological Studies) were unanimously endorsed.

**6. Continuous Improvement of Administrators Implementation Committee.**

Margrit Zinggeler (CAS, World Languages) was endorsed unanimously as the chair, and Jean McEnery (COB, Management), Tom Schmitt (CAS, Psychology), Robert Stevens (Library), and Ronald Flowers (COE, L & C) were endorsed unanimously as members.

**7. Education Environment and Facilities Committee.** At the request of the Science Complex Planning Committee, Bob Winning was unanimously appointed to the committee.

**VI. Should there be Faculty Council Meetings in July and August?**

Meeting once a month during the summer provides the opportunity to engage in shared governance, and, if a representative cannot be present, then an alternate can substitute.

Reasons against meeting during these months include the following.

- If there is something very critical, then the by-laws indicate that the Executive Board can act for the council; however, the action must be reported to the council.
- The Executive Board can ask for feedback electronically and use this input.
- If Faculty Council meets, then there will be more pressure on faculty to serve during the summer. To date those who represented their departments/schools to Faculty Council during the Spring term received an honorarium for doing so, and this helps make clear that such service is over and above the usual duties of faculty members.
- It is difficult for faculty and representatives to become truly informed if there is no discussion, and without feedback representatives cannot truly serve as representatives. This also argues against electronic voting unless discussion took place at a prior time.
- The Board of Regents do not meet in either July or August. If the administration is organized, then feedback from faculty during the summer should not be necessary.

**VII. Faculty Searches.**

Provost Jack Kay has authorized at least 37 searches for the coming year. Nursing has been granted ongoing approval to search. Enrollment was used to award searches. The College of Education received none, and CAS received 20.

Faculty indicated that the exact criteria used to award the searches were not clear, and Provost Jack Kay indicated that he would clarify the criteria in a report and that he also would share the distribution list of the searches. He also indicated that he hopes that there will be more searches awarded yet this year. He has met with the dean and department heads of COE in order to be aware of their needs. For departments with external accreditation, searches may be critical for being accredited again. Further, in some departments in COE, there were retirements which led to an inability to offer some of the required courses. This led to a decrease in enrollment, so instead of using enrollment to award searches, it is critical that the need for investment in programs be considered.

**VIII. President's Report – Matt Evett**

**1- Promise Scholarships.** Michigan may cut these to balance the budget. This would have a big effect on EMU. Provost Jack Kay indicated that EMU is looking at ways to provide financial help to students who lose these scholarships.

**2- Enrollment is Up.** Enrollment is up by 4.5%.

- 3- **CIO Search.** Matt Evett as President of Faculty Council is on this search committee. He was unanimously endorsed as faculty representative to this search committee, and he is asked to report non-confidential information to Faculty Council. A question was raised as to why a Bachelor's degree was seen as sufficient for this position; the same is true in the posting of some other positions as well.
- 4- **Faculty Affairs Committee of the Board of Regents.** The regents liked the format at the last meeting in which different people contributed. The focus will continue to be on retention and graduation rates. The next meeting is on Oct 20, 12:45 – 1:30, in Welch Hall.
- 5- **Should Individual Votes on Motions by Representatives be Recorded?** Matt Evett requested consideration and discussion of the transparency and lack of secrecy which would result from recording individual votes. Against this is the fact that the vote may lead to further disagreements in departments/schools on issues on which there is no agreement in the department/school. This suggests that nontenured faculty should not be permitted to serve; however, new voices also need to be heard. Further, the process of getting and recording the individual votes would take considerable time.

**IX. Class Scheduling Guidelines – Provost Jack Kay**

The time at which classes begin should be standardized across the university in order to make most effective use of time and classrooms. Further, the more space to be renovated is made available to those engaged in the renovation, the faster the work will go.

With respect to the class schedule, different programs have different needs. Some require more frequent and shorter meetings in order to teach specific skills. Classes differ in number of credit hours and, therefore, the number of hours they need to meet.

The representatives indicated the preference of their departments/schools. As a first choice, 21 indicated M W/TuTh, 5 the existing pattern, and none M Th/Tu F. As second choice, 13 indicated the existing pattern, 4 M Th/Tu F, and 3 M W/TuTh. As third choice, 14 indicated M Th/Tu F, 2 the existing pattern, and none M W/TuTh. Thus, unless programmatic needs indicate otherwise, two-day classes on M W or Tu Th are strongly preferred.

It was recommended that people consider longer classes on Friday mornings, for example, one 3-credit-hour meeting which covers the week's materials.

**X. Faculty Council Membership Handbook -- Marti Bombyk**

Marti Bombyk presented each person with a folder which showed EMU's name and logo on the outside and contains instructions on the role and responsibilities of the Faculty Council Representatives, Robert's Rules of Order, and a copy of the By-laws color coded as to which rules will stay the same, changes which have been approved by Faculty Council and changes which are under review. People were much impressed by the folder.

**XI. Next Meetings**

The dates for the Faculty Council meetings are 10/21, 11/4, 11/18, 12/2, 12/16 if necessary, 1/6, 1/20, 2/3, 2/17, 3/17, 4/7, 4/21 if necessary, 5/19 (tentative) and 6/16 (tentative).

The university photographer will be at the meeting on 10/21 to take photos.

**XII. Adjournment**

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,  
Alida Westman

**Present:** R. Woods (AFS); M. Rahman (ACC); D. Pancioli (ART); R. Winning (BIO); L. Kolopajlo (CHEM); D. Chou (CIS); S. McCracken (CMTA); M. Evett (COSC); D. Crary (ECON); W. Tucker (ENGIN TECH); M. Higbee (HIS/PHIL); S. Levine (HPHP); V. Howells (HEALTH SCI); J. Nims (LIBRARY); Perry Francis (L & C); D. Barton (MKT); P. Howard (MATH); K. Banerji (MGMT); D. Jacobs (PHY/AST); E. Martin (PLS); A. Westman (PSY); R. Orrange (SAC); L. Lee (SPED); M. Bombyk (SWK); E. Lowenstein (TED); S. Simoes (WGST); G. Voght (WORLD LANGUAGES)

**Ex-Officio:** Jack Kay (PROVOST)

**Quests:** Tim Brewer (CHAIR OF GRADUATE COUNCIL); P. Sanchez (CIS); R. Flowers (L & C)

**Absent:** ENG; GEO/GEOL; MUSIC & DANCE; NURS; TECH STUDIES