

DRAFT

UNIVERSITY FACULTY SENATE MINUTES – MEETING FOURTEEN

June 16, 2010, 3 – 5 p.m.

310 Student Center

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487-0196

I. Approval of the Agenda

A few items were added to the agenda.

II. Approval of the Minutes of May 19, 2010

The minutes were approved (18-0-1) after one person was removed from the list of those who attended and a phrase was removed from a report.

III. Recognition of Alida Westman's Service as Secretary

Alida Westman has been the longest serving elected secretary to date. She was thanked for her service.

IV. Report by Senate President Matt Evett

A. Faculty Development Center Interim Head. Lisa Klopfer will serve in this full-time position.

B. Continuous Improvement of Administrators. The distribution of information as discussed with Jean McEnery at the last meeting has begun.

C. The Disability Resource Center's Report on Campus Access. During the Fall term mechanized transportation, such as golf carts, will be made available.

D. Board of Regents' Meeting on June 15, 2010

President Martin thanked faculty for their help in moving out of Pray-Harrod. It took 168 semi-trailer loads of faculty boxes to move faculty.

The Board of Regents approved 30 new faculty hires, awarded tenure to 39 faculty and emeritus status to 7.

V. Report by Provost Jack Kay

A. Excellent Faculty Members Were Promoted and Tenured. Provost Kay indicated that the faculty members who were promoted or received tenure had excellent credentials.

B. Current Enrollment Data. There is still some fluctuation in the data, but enrollment is up about 3.4 to 3.5%. Only the FDIAC enrollment is down, and a new wave of advertising is planned.

C. Changes in Program Review. Departments with multiple programs will find that there is less repetition in the write-up. During the coming year feedback will be requested from the departments doing Program Review.

D. Combining Academic Advising and Career Services. Cross-training is planned, so that people can flexibly provide academic advising or career services as needed.

E. Chief Negotiator. Russ Larson will stay on as chief negotiator, and in the Fall he will work in the Provost's office, so that he will stay an administrator. Donald Ritzenhein has been hired as Assistant VP for

Academic Human Resources and Contract Administration. He will join the administration's team.

- F. **Other Searches.** The search for a VP for Academic Programming is still in process. The Dean for the COE is a difficult position to fill because of the current pressure on education in the U.S.; however, EMU has an excellent reputation, and Provost Kay anticipates that he will have a search firm contracted by September in order to fill the position a.s.a.p. There also is a search for a person who can fill Michael Bretting's role before he became the interim dean. Negotiations are still taking place for the dean of CHHS. Brian Anderson of ORD is retiring and needs to be replaced.
- G. **Strategic Planning.** Bob Neely has been extracting the 6 or 7 themes from the different reports on strategic plans.
- H. **Exit Interviews of Tenure-track Faculty.** Provost Kay wants to do exit interviews himself of tenure-track faculty who leave, so that he has a clearer idea about why people leave.

VI. **Budget and Hiring**

- A. **Budget Process.** President Martin indicated that regents take budgets very seriously, and she has been working on having the budget accepted at an earlier date. With directions from the regents, she and Chief Financial Officer John Lumm have been working on the budget. In the process, faculty members on the University Budget Council have felt bypassed. Apparently there have been a number of miscommunications between different parties. For example, President Martin indicated that Regent Stapleton was asked to get feedback from the Council as specific budget information was presented, but the faculty members on the Council indicated that they were requested to provide feedback at a later meeting rather than the one at which this particular budget information was presented. Further, faculty members looked at the University Budget Council as a "think tank" for generating and evaluating different possibilities. The failures in communication have led to strong emotions and charges of rudeness, but as yet no specific plan to solve the communication problems and differences in expectations has been formulated.
- B. **Hiring Guidelines - EMU President Martin and Provost Jack Kay**
Potential hires were evaluated for how likely they were to stay at EMU if they were hired and whether they would help solve the backlog of things to be done instead of assume that the job is an 8-to-5 job. In addition, President Martin worked to get regents involved in the interviewing, so that the recommended hire would not be a surprise and would make sense to the regents.

Both President Martin and Provost Kay indicated that they believe in strategic growth. It is such growth rather than cutting which will lead to prosperity.

Provost Kay also added that he considers the candidate's contribution to academic quality.

VII. Facilities: Swing Space – David Crary and Matt Evett

In order to promote better communication, Bob Neely and Matt Evett will send out a letter later on this week which indicates what they have been doing. David Crary indicated that people should determine when they can visit the class in which they are expected to teach in order to make sure that the classroom meets the requirements for the course.

David Crary also indicated that the Facilities Committee has felt that there was no opportunity to provide feedback about capital projects and that they had no opportunity to provide input on the proposals which went to the Board of Regents.

Daryl Barton indicated that the designated person for a building frequently is not available, and it would help if there were a list of key secretaries who might be able to help. Further, arrangements for help after 5 p.m. are needed, and this means that Physical Plant should be involved. Further, being able to arrange with SEEUS for escort for a term rather than an individual date would be helpful. For safety it also would help if faculty can enter any building with a swipe card when they feel unsafe rather than be limited to very particular buildings.

VIII. Institutional Memory

Mahmud Rahman suggested that it would help if e-mails were saved, so that there would be institutional memory. However, Daryl Barton indicated that being oriented to the past may inhibit adjustment to the future. Matt Evett indicated that it would help for each elected or appointed position if the person indicates what is expected, so that the learning curve is shorter. He recommended that people think about this and that the issue be taken up during the second meeting in the Fall term.

IX. Marketing Council – Marti Bombyk

It is very easy to have messages posted on the billboards. Perry Francis did find out that there is a strong preference for an event with a specific date associated with it. Marti Bombyk will send to Matt Evett the electronic address, so that Matt can send it out to senators. Marti also will make sure that the information is sent out to department heads.

Marti further pointed out that there are little gifts which can be distributed, but that it would help to have this material for sale at a specific place on campus.

X. Dates and Topics for Fall 2010

September 15 is the date for the first Faculty Senate meeting of the Fall term.

Daryl Barton suggested that Strategic Planning be put on the Fall agenda, so that faculty have input on it and join rather than feel bypassed. Being involved promotes motivation.

Respectfully submitted,
Alida Westman

Present: M. Rahman (ACC & FIN); T. Brewer (CHEM); D. Chou (CIS); S. McCracken (CMTA); M. Evett (COSC); D. Crary (ECON); S. Norton (ENG); J. Texter (ENGINE TECH); M. Higbee (HIS/PHIL); P. Francis (L & C); R. Baier (LIBRARY); D. Barton (MKT); W. Zirk (MUSIC & DANCE); A. Westman (PSY); R. Orrange (SAC); J. Carbone (SHS); L. Lee (SPED); C. Haddad (STS); M. Bombyk (SWK); M. Millan (WORLD LANGUAGES)

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

Guests: S. Martin (EMU PRESIDENT); G. Larcom (COMMUNICATIONS & MEDIA RELATIONS);

Absent: AAS; ART; BIO; GEO/GEOL; HPHP; MATH; MGMT; NURSING; PHY/AST; PLS; TED; WGST