



FACULTY SENATE FORUM

#358

Below are the minutes of the September 17, 2007 Faculty Senate meeting. The next meeting will be held on Monday, October 1, 2007 at 4:00 p.m. in the UC Council Room with the following agenda.

AGENDA FOR THE OCTOBER 1, 2007 SENATE MEETING

1. Call to Order
2. Approval of the Agenda
3. Approval of the September 17 Minutes
4. Announcements
 - Chair's Report
 - Report on UCLA Survey
 - Report on Academic Affairs Council
5. Administrative Reports: President's Office, Academic Affairs
6. Reports of Standing Committees: Elections, Faculty Welfare, Salary Equity, Academic Policies, Codification, Cultural Centers, Information Technology Committee, PASC, SPEEC, SRC, Academic Planning, BOT
7. Special Reports
8. Special Orders
 - Appoint a faculty member to serve as the Faculty Marshall for graduation ceremonies
 - Appoint a Senator to serve on the Codification Committee (3-year term)
 - Appoint two Senators/faculty members to serve on the Planning & Risk Assessment Team for the Emergency Response Plan
 - Appointments to boards, councils, and committees
 - Appoint faculty member to serve on an e-billing committee
9. Unfinished Business
10. New Business
 - 2-3-404 Absence Policy
 - Report from FEAC (Faculty Evaluation of Administrators Committee)
11. Other New Business
12. Comments to the Good of the Order
13. Adjournment

MINUTES OF THE SEPTEMBER 17, 2007 SENATE MEETING

Members present: Allen, Battles, Clinefelter, Clough, Connolly, de la Torre, Dietz, Embry, Erskine, Griggs, Harraf, Hesse, Jankow, Kalu, Klein, Klingsmith, Lamb, Luger, Luttmann, Mackessy, Merrill, Murry, Percy, Perrett, Stewart, Temkin, and Toewe. Absent member(s) with alternate: Gaede (Merrill), Hauk (Blubaugh), Norton (Harraf), Nutter (Hesse), Schuttler (Temkin), and Turner (de la Torre). Member(s) absent: Clarke, Lennon, Rennaker, Trelogan, and Willis. Guests: Jenna Langer.

The agenda was approved as amended by adding a motion under New Business regarding the interim session. The September 5 minutes were approved as amended by changing the first bullet in #1 under Special Reports to read, "for classes that are taught once a year, there is not enough space to ~~save~~ store the ~~list~~ books unless the ~~list~~ book is used the previous semester." Also, in #2 under New Business, item g in the motion was amended by changing "supporting" to "reporting".

Announcements

- Chair's Report

- New Business has been moved ahead of Unfinished Business to take care of the motions before appointment are made.
- The Senate and APC meetings that were scheduled for January 21 have been moved to January 23 in the UC Columbine A as the 21st is Martin Luther King Day and the University is closed.
- A sheet with an Academic Plan Update was distributed on behalf of Robbyn Wacker.
- Mason Smith, Student Trustee, distributed information on the campaign to control text book costs. The SRC is looking for ten faculty members from all colleges and a variety of disciplines to serve on a task force to look at the issues.
- As there were no additional questions submitted to add to the UCLA Survey, the Survey will move forward as it is now

President's Office & Provost's Report (Harraf)

- Work is proceeding on term contract issues. A survey is being conducted to determine how many term faculty are hired by a national search versus through a hiring pool or are adjunct. Data collected will be reported at the next Senate meeting.
- Because of a decline in enrollment, we are about \$1.6 million short of the projected revenue. An \$800,000 reserve and the roll forward are enough to cover the shortfall. Enrollment Management has been asked to put together an enrollment management plan. It was noted that the spring enrollment tends to decline 5-10 percent and that the overall decline is usually from the sophomore to junior year. Each college has been asked to constitute a recruitment/retention committee to talk about and work on the enrollment issues including examining the quality of the initial campus experience of transfer students when they arrive on campus. It was noted that many of the incoming students are first generation college students and often from a lower economical background. The needs of these students need to be addressed in retention planning. Capacity issues are also being looked at.
- The SRC has been canvassing the students about their experience at UNC. They feel that class sizes are an advantage at UNC but they are dissatisfied because it is fine. The issue is more that there is not a lot to do on campus or in the community.

Codification Committee (Temkin for Schuttler) – No report

Elections Committee (Luttmann) – No report

Faculty Welfare Committee (Temkin) – No report

Salary Equity Committee (Connolly) – No report

Academic Policies Committee (Embry)

- The Committee will bring forward a motion under New Business

Board of Trustees (Clinefelter) – No report

Cultural Centers – No report

Information Technology Committee (Garcia for Nutter)

- The Committee will meet September 27 at 4:00 p.m.

Professional Administrative Staff Council (Klingsmith)

- The Council will meet September 18.

State Personnel Employees Executive Council (Jankow) – No report

Student Representative Council (Lamb)

- An average of 100 students at one time participated in Constitution Day. There were voting polls to show how to vote in the Weld County system.
 - Mason Smith will present a resolution regarding the textbook campaign at the next Senate meeting.
- Academic Planning Committee (Embry) – The plan was delivered to faculty. There have been comments that the plan is short on specifics and short on measurable objectives. A series of meetings will be held to gain input on specific objectives.

Special Reports

1. Kim Black, Director of University Assessment, gave a brief overview on the Interim Session Evaluation Report. Last spring Black was asked to do a study about the experience of students and faculty who participated in the session, what motivated participation, what the possible impact might be

on spring enrollment. A survey was sent to 22 faculty with a 50 percent response rate. Out of 451 participating students, a random sample of 99 were given the survey electronically. They survey received 39 responses out of which 36 were usable. It was noted that the students were predominantly upper class and faculty were experienced in delivering on-line courses. Some of the results indicated that both faculty and students were satisfied with the interim session. Eleven of the 36 students intended to take fewer classes during spring semester.

Special Orders

1. There were no Senate volunteers to serve on the Codification Committee.
2. Erskine was appointed unanimously to on the Extended Studies Work Group.
3. A vacancy notice will be sent to all faculty asking for a volunteer to serve on the Planning & Risk Assessment Team for the Emergency Response Plan.

4. MOTION: Peercy/Embry moved to confirm the slate of appointments to the various boards, councils, and committees.

VOTE: The motion passed unanimously by a voice vote.

The vacancy on the Campus Recreation Advisory Board will be announced again as the volunteer is a student.

5. MOTION: de la Torre/Merrill moved to accept the slate of appointments to the Faculty Evaluation of Administration Committee ad hoc committee.

VOTE: The motion passed unanimously by a voice vote.

6. The Bursar's office needs a faculty member to serve on an e-billing committee. A description of the position will be included with the vacancy announcement.

New Business

1. Last year it was stated that the interim session would be evaluated before another one would be held. There was a report given on the financial side. The Academic Policies Committee (APC) wants to investigate academic quality and integrity also.

MOTION: The Academic Policies Committee (APC) moved to ensure that the Interim Session is grounded not only by considerations of profitability and student need but also by academic integrity, the Faculty Senate moves that an ad hoc committee of faculty be formed by the APC to investigate the academic quality and integrity of the interim session with a report due to the APC no later than March 26, 2008. Subsequently the APC will present the report to the Faculty Senate.

Considerable discussion was held on what information is needed, the quality of the interim session, the upcoming session, how course offerings are determined, etc.

MOTION: A motion was made to call the question.

VOTE: The motion to call the question passed unanimously 25-0 with no abstentions.

VOTE: The APC motion passed unanimously 23-0 with 2 abstentions.

A question was raised about course scheduling and the academic calendar as classes on the Wednesday before Thanksgiving have been cancelled but the University will remain open. It is unknown how the change came about nor who authorized it. As the Registrar's Office has nothing written on procedures, the APC plans to bring forward a motion that a procedure be written for course scheduling and academic calendar.

2. The FEAC plans to present the finished survey, to be administered annually, to the Senate at its next meeting. The three faculty appointed to the ad hoc committee will be involved only with the implementation of the survey.

MOTION: Dietz/Clough moved that given the Chief Academic Officer (CAO) is new to the University, the evaluation conducted by the Faculty Evaluation of Administrators Committee (FEAC) in the fall of 2007 will be limited to the president of the University, the five academic deans, and the dean of the University Libraries.

As the FEAC will no longer exist after presenting the results of the survey this year, it will be up to the Senate to determine who will take charge of administering the survey in the future.

