

Minutes of the
SU Faculty Senate Meeting
Sept. 25, 2007
HH 119

Senators present –Clarke, Curtin, Diriker, Gilkey, Hopson, Khazeh, Lawler, Ludwick, Mullins, O'Loughlin, Rieck, Ritenour, Robinson, Scott, Shannon, Shipper, Zaprowski

Senators absent – Hammond

1. Pres. Curtin called the meeting to order at 3:31; a quorum was present.
2. Welcome & announcements - Pres. Curtin thanked the senators who have already responded with the names of the chairs of their designated committees; some have also relayed committee agenda items. Others, please send that info asap, so it can be added to the senate web page. She also asked that if designated senators know that their committee will be bringing something to the senate to let her know as well in advance as possible so it can be put on the agenda.

Pres. Curtin called on Sen. O'Loughlin for an update on the elections for committee replacements. The school elections are finished and nominations are open for at-large positions through noon today. There was some confusion and some folks may have voted (or thought they did) during the nomination period, they will need to vote again between now and Sept. 28. If approved by the senate, there will also need to be a special By-laws election to add the new University Academic Assessment Committee to the standing committees of the senate. Senators should encourage their constituents to be sure to vote on that as at least 75 faculty need to vote, and at least two thirds approve the change, for a By-laws change to be enacted. The election will remain open for a longer period so that faculty have time to read and decide on the issue. (Needs to be available at least one week prior to voting).

3. Minutes – The minutes from Sept 11 were accepted with one correction (a spelling error).
4. A word from the Administration – Tom Jones.
 - a. Budget – The Finance Committee of the Board of Regents will be meeting this Friday to finalize the budget scenarios that will be submitted to the Governor. The three are similar to those he described at 9/11 senate meeting. The first is for a fully funded budget, the second, if there is enhancement (for growth) and the third for a reduced budget (a reduction somewhere between the \$20 million and \$60 million extremes). We should know more after Friday. The Governor's budget will go to the Legislature, which can take away but not add to the budget.
 - b. Planning – The President will be meeting with her Executive Staff tomorrow to put together a framework for the strategic planning process which will be distributed campus wide. This group as well as the faculty senate will have a strong presence in the upcoming strategic plan. Next Tuesday, there will be another meeting regarding enrollment; we still don't know whether the growth for next year will be 0, 150 or 300. A group is working with consultants, Noel Levitz, trying to put together a strategic enrollment plan. There was some discussion as to whether that group

should also be a campus wide group. But many of the priorities involved are already set (ex. increase diversity, improve freshmen student profile, increase out of state students) or are dictated by the system (ex. enrollment growth), so it seemed redundant to have a large group involved on this as well as the overall strategic plan. Instead that group will solicit input from the campus community when appropriate. Jane Dane and Ellen Neufeldt will put together a white paper focusing on the enrollment plan and Noel Levita will help us get the type of students we want. Eventually this will be incorporated into the Strategic Plan.

5. Old Business

- a. University Academic Assessment Committee By-laws – The senate officers met recently and revised the By-laws submitted by the Ad Hoc committee and put them in a format similar to those of already existing committees. The senators reviewed the revised version and made additional changes, both in style and content. The senate decided to change the term of committee members from 4 to 3 years to be consistent with other committees, but not to change the number of at-large members (2), which may be needed as the committee will probably have a large work load.

Sen. Scott made a motion that “The senate accept the By-laws for the University Academic Assessment Committee and send them on to the full faculty for a vote.” Seconded. More discussion about the wording of the committee by-laws; “and update” was added to “Articulate” in the first two bullets and an additional bullet “Undertake other duties as assigned by the Faculty Senate” was added.

Voice vote, motion carries.

6. New business

- a. Writing Center Report, 2006-2007 - Nicole Munday – The number of sessions almost doubled as compared to 05-06 (1131 versus 642) and number of individuals students increased from about 300 in 05-06 to 500 in 06-07. About 40% of the sessions were with first year students and about 20% for each of the other years, and although more of the students served had majors in the Fulton School, majors from all schools used the service. Although they do have sessions for graduate students, the priority is undergraduate students as the funding for the center comes from their student fees. In fact, the SGA voted to pay for the center through student fees (\$10 per student). Also there is a separate tutoring service for students (including grad students) with English as a second language. New this year – 1) the training course for new consultants is now a 3 credit course; there are also additional ongoing training sessions, 2) they have started to hold evening workshops (one on avoiding procrastination) with pizza and sodas, and 3) they held a tour for new students and their parents during orientation week. Currently there are drop-in sessions as well as sessions by appointment, but with the increased use of the center, scheduled appointments are almost becoming a necessity. Sen. Hopson suggested that once all Fulton courses become enhanced, there will likely be more demand for the center’s services. Nicole is on an advisory group regarding the proposed Academic Success Center and it is still unclear where that will be located and whether it will cut into the Writing Center’s space. Senators were concerned about that and Sen. Shannon questioned whether the senate should do something to show our support of the writing center.

Nicole is always looking for good student writers, from all majors, interested in becoming writing center consultants. They are paid \$8 per hour and can work anywhere from 3 to 18 hours (although 12 is more typical) per week. Applications (on-line) are due by Nov and training is in spring. Being a writing center consultant is a desirable marketing skill for a student to add to their resume.

- b. Motion to change the name of the University Curriculum Committee to Undergraduate Curriculum Committee – submitted by Sen. Ritenour to Pres. Curtin which she forwarded to the senators yesterday. Pres. Curtin asked whether senators felt ready to vote on the motion today (since this had been mentioned at the May 8 meeting, when the senate approved the Graduate Council guidelines) or preferred to discuss and vote next time.

Sen. Ritenour made a motion that “that we formally change the name of the University Curriculum Committee to Undergraduate Curriculum Committee”. During the discussion, senators questioned whether any changes in the committee’s by-laws, guidelines or the Grad Council’s guidelines would also need to be made. Sen. Clarke found that indeed a change in the UCC by-laws would also have to be made to clarify that the committee’s role was exclusively with undergraduate curricular issues.

Sen. Rieck made a motion to table the motion. Hand vote, 12 in favor, motion to table carries.

Sen. O’Loughlin made a motion that we “charge the UCC to examine the language of their by-laws relative to the proposed name change and make any necessary changes”

Voice vote, motion carries.

These changes, if passed by the senate, would need to be voted on by the full faculty. This could be done during the spring elections as there is no real rush; it does not affect the workings of the committee.

- c. Senators continued to discuss UCC issues, particularly the relationship of TEC to UCC. A number were concerned that an appointed committee had veto power over an elected senate committee. The UCC guidelines do allow TEC that in some cases. (Added by secretary – UCC guidelines state that “All curriculum additions and changes, which affect students in the teacher education program, must be approved by the K-16 TEC prior to review by the UCC”). No one is sure where that originated, but NCATE was suggested. Sen. O’Loughlin recommended that the UCC by-laws state that recommendations from TEC are advisory to UCC. (Note added by secretary - The current by-laws make no mention of the relationship between TEC and UCC). Sen. Ritenour mentioned that TEC is currently voting (electronically) regarding such changes. They will report to the UCC, which will come to a decision at its next meeting; she will then report back to the senate.

Dean. Richards also requested that TEC report back in writing to the originating department (not just the UCC) when there is a problem with a proposal.

7. Other Business – Sen. Zaprowski gave an update from the Learning with Technology committee regarding clicker use. 50 course sections are using clickers this semester (up from a few in previous). A few instructors decided to not use them after all, but (just like books) students were not able to return them at the bookstore.
8. Meeting adjourned at 4:50 PM.

Motions made and passed at meeting-

1. A motion that “The senate accept the By-laws for the University Academic Assessment Committee and send them on to the full faculty for a vote.”
2. A motion that we “charge the UCC to examine the language of their by-laws relative to the proposed name change and make any necessary changes”

Respectfully submitted by Ellen Lawler, Secretary