

**Faculty Senate Minutes
September 4, 2007**

The meeting was called to order at 4:10 p.m. All departments were in attendance except Business Administration, Geography, and Interdisciplinary Studies.

I. Minutes of previous meeting

The minutes of the June 26, 2007 meeting of the Faculty Senate were approved as written.

II. Report of the Faculty Senate Chairperson

Chairperson Börger-Greco welcomed new and returning senators and led introductions. She also reported from Dr. McLarnon that APSCUF continues to work on getting access to contract language from negotiations this summer. Senators were requested to forward electronic copies of documents distributed at Senate meetings to the Chairperson and Secretary when available.

III. Report of the Student Senate President

None

IV. Report of the Graduate Student Association

None

V. Report of the Administrative Officers

Provost Prabhu

Provost Prabhu welcomed Senators. He commented on the positive student interactions and enthusiasm observed during the new format of freshman orientation conducted immediately prior to the fall semester. He noted that evaluations are being reviewed. Dr. Prabhu also introduced Dr. Lisa Shibley, Assistant Vice President for Institutional Assessment and Planning. Dr. Shibley will be working closely with Dr. Burns in anticipation of the upcoming Middle States review.

Associate Provost for Academic Administration

Associate Provost Burns reported that a second round of course equivalencies is being gathered to support the transfer articulation legislation. He also noted that an emergency, expedited course approval is underway for a section of UNIV179 needed to fill in for an unexpected medical leave.

Assistant Vice President for Institutional Assessment and Planning

Assistant Vice President Shibley highlighted her upcoming visits to school councils to evaluate current campus assessment activities. She also reported that she worked with AOAC to administer assessment testing with incoming freshmen during orientation.

VI. Reports of the Faculty Senate Standing Committees

Academic Policies

Senator West reminded senators of the proposal distributed this summer regarding Initial and Recertification Processes for “W,” “D,” “P,” and “FYI” courses. A question was raised about the proposed timeline for the reviews considering that self-evaluation forms and criteria guidelines are not yet available and that the feasibility of UCPRC sub-committees meeting the timeframe is not clear. Use of a timeline dependent on completion of progressive stages rather than fixed dates was suggested. Dr. Foster-Clark responded that the timeline is intended to allow implementation of the revised GenEd curriculum in Fall 2008. He also noted that preparation of forms and guidelines is in progress. Because many departments have not yet had sufficient opportunity to review the proposal, action was postponed until the next Senate meeting.

UCPRC

Senator White reported that the first meeting of UCPRC is likely to be September 25. It was noted that the schedule used last year significantly aided timely review of proposals through UCPRC and Senate. Dr. White noted that nine proposals are already in line for review, and she encouraged early submission of proposals. She also highlighted the October 15 deadline to request DL format for an existing course. She also reminded senators that 15 hard copies of course proposals must to be submitted to UCPRC along with an electronic copy, if available.

The idea of electronically distributing course proposals to senators for review to reduce paper waste was discussed and supported by senators present. It was recommended that, when possible, course proposals should be submitted electronically to Senate Chair and Secretary for general distribution rather than brought as 30 hard copies. However, it was clarified that 5 hard copies plus the original must still be submitted directly to Senate Chair and one hard copy given to Senate Secretary.

GCPRC

Senator Mowrey reminded senators that DL format proposals for graduate courses were due August 15 and requested that any remaining proposals be submitted as soon as possible. She also noted that GCPRC is considering the option of a plus-minus grading system for graduate courses.

Dr. Prabhu commented that the forthcoming APSCUF contract contains significant changes to DL guidelines, review, evaluation and compensation. A question was raised about whether field components would still be counted as part of the new lower allowed face-to-face component of DL courses. Dr. Prabhu responded that details are not yet defined but will come forward in the new contract.

VII. Reports of the Faculty Senate Special Committees

Faculty Senate Bylaws

Senator Mowrey reminded senators of the proposal to establish a Bylaws Committee as a standing Faculty Senate committee to maintain Faculty Senate governance documents. A Saunders/White motion to form a standing Faculty Senate Bylaws Committee was approved without dissent. It was noted that senators to fill seats on this committee will be elected at the next meeting.

VIII. Proposed Courses and Programs

None

IX. Faculty Emeritus

None

X. Committee Elections

Nominations were accepted for all open positions to be elected by Senate. A Mowrey/White motion to close nominations was approved without dissent. A Mowrey/Luek motion to unanimously elect all unopposed candidates was approved without dissent.

XI. Other/New Business

Senator Mata reminded senators of Constitution Day events coming up on September 17.

Meeting was adjourned after voting was completed.

Respectfully Submitted,

Aimee L. Miller
Secretary of the Senate

Action Summary:

The minutes of the June 26, 2007 meeting of the Faculty Senate were approved as written.

Action on the APC proposal regarding Initial and Recertification Processes for “W,” “D,” “P,” and “FYI” courses was postponed.

It was recommended that, when possible, course proposals should be submitted electronically to Senate Chair and Secretary for general distribution rather than brought as 30 hard copies. However, it was clarified that 5 hard copies plus the original must still be submitted directly to Senate Chair and one hard copy given to Senate Secretary.

A Saunders/White motion to form a standing Faculty Senate Bylaws Committee was approved without dissent.

A Mowrey/White motion to close nominations was approved without dissent. A Mowrey/Luek motion to unanimously elect all unopposed candidates was approved without dissent.