

UNIVERSITY FACULTY SENATE EXECUTIVE COMMITTEE

Monday, October 24, 2016

3:00PM - 105 Hullahen Hall

MINUTES

1. **Graduate College:** The main item on our agenda is a talk by Ann Ardis, Senior Provost, on the proposed new Graduate College at 3:30 pm. Please come prepared with your questions. Buz Swanik, chair of Grad Studies Committee will also be present. – Ann Ardis presented some slides to the Executive Committee. The target time for rolling out the Graduate College is July 1 2018. She indicated that there is a working group working on the business plan, which the Senate Graduate Studies Committee Chair is a member. They have also hired a consulting firm, Hanover, to submit a report. Mid-career professionals would bring revenue and it will be grant active as well as re-direction of internal resources. A spring 2017 Open Hearing is desirable.

2. **Committee Reports and progress on meetings with Committee Chairs:** As part of our meetings with committee chairs, Chris Williams and I will be meeting with Emily Davis at 12:30 PM on Monday in my office. She is the Chair of Diversity and Inclusion. She is not available to meet us all at 3 pm. We will also have a discussion with Buz Swanik when he attends our meeting at 3:20 pm. Chris and I will also meet with Hemant Kher, chair of Student and Faculty Honors, on Thursday October 27th at 3:45 pm and with Juliet Dee, chair of CAPE at 11:15 am on Friday, October 28. Both are unavailable to meet the entire Exec. committee. We have already met with Rusty Lee and Chris Knight, chairs of UGS and Gen Ed. This brings the total number of committee chairs that we have interacted with to 11 as five of the committee chairs are part of Exec. (Alan Fox, Rules, Martha Buell, CCE, Chris COCAN and Prasad (Exec and Budget). Next on our list of meetings with committee chairs will be the following four: chairs of Research, ICRS, FWP and P&T. This will bring our total chairs met to 15 and leave only five remaining committee chairs. Please check the committee reports to see which of these committees did not submit any year-end reports last year. – Prasad introduced the idea of an outline of what is expected in the year-end report such as a check list indicating if the committee met, did they feel their charge was clear and aligned with what the committee actually does, etc. and place these reports on the Senate website. Charles Swanik (Buz) attended the Exec meeting and gave a report on the Graduate Studies Committee. They meet every other week and have a very large agenda. This is a major working committee.

It was also discussed that the Executive Committee would meet with the Board of Trustees. The Executive Committee of the Senate was very enthusiastic about this idea.

3. **Election Process Guidelines;** Do we need a resolution or can we just have informal guidelines that can be followed by COCAN. Deadlines for nominations, announcement of candidates to the Senate in April, validation of counting, sharing of numerical results with the Senate Executive Committee, etc. – It was discussed and felt that it could go either way. If a resolution was brought forward from the COCAN Committee that would be fine, but it could also be noted for the future that the COCAN Committee would have their slate of nominees prepared by the April meeting in order for the senate to know who was running for officer positions.

4. Fairness in Representation of Units in Senate: Communication or guidelines to Deans from Exec. about fairness. Is there a need for a resolution? Is there a need for a life-long term limit for Senators e.g. ten or twenty years lifetime membership! It was noted that some departments are very small which would make it difficult for life time term limits. Prasad will make it a clicker question for the November meeting.

5. Guidelines on Clicker Votes: Maintaining confidentiality, etc. - Clickers will not be used for official voting until the December meeting. The Rules Committee is bringing forward a resolution for voting with clickers to be voted on at the November meeting. Clickers are in the senate office and will be registered to each senator for one more test at the November meeting and upon approval of the senate they will be used for official voting at the December meeting.

6. Academic Analytics and AAU: Do we need an open hearing or an open discussion period? Should we invite the Provost to talk about how they plan to use Academic Analytics? He can repeat what he said in the Town Hall for the benefit of Senators or update us on where things stand. – There will be an open discussion period at the November Senate meeting.

7. Finalizing Agenda for November Meeting: Ann Ardis on Graduate College? Provost on Academic Analytics, Brief Presentation by College IT-ATS on what they do for faculty. Introduction of three new VPs: Alan Brangman, Mary Remmler, and Glenn Carter, Presentation by Committee Chairs? – Karren will have the Senate Agenda prepared and ready for posting and distribution this Friday, October 28. The Senate agenda will include a resolution from Rules for the use of clickers for voting, possible resolution from COCAN and the Zide resolution as unfinished business. Trevor Dawes, Vice Provost for Library and Museum Studies will be invited to introduce himself at the November Senate Meeting 5 minutes and Paul Hyde/Paul Rickards, from IT to talk about IT and Faculty Commons.

8. Senate Budget Projection for Next Year. Management and reconciliation of budget. How to handle unexpected items. – Karren will put together an operating budget projection at the beginning of the year for the Executive Committee. Any out of the ordinary budgetary needs will be taken forward by the Executive Committee for additional funds if and when necessary.

9. Strategy for upgrading Senate Web Site, - Karren spoke to Ginny Redmond, IT, and she will work with Ginny to put together a first draft model of a new website for the Executive Committee to review and make suggestions. There is no cost for this service. Karren will begin working with Ginny tomorrow, October 25th, on the new design. The first draft will be presented to the Executive Committee for suggestions as soon as the IT designer has completed the first draft of the design.

10. Progress on finding work-study students and scanning of 1970-99 agenda/minutes, progress on Newsletter. – The Senate job is posted on the work-study site. Karren will update Exec. with candidates as they apply for the position.

11. Unfinished items from past Exec. Meetings – There was not discussion on this item.

The October 31 Executive Committee meeting has been cancelled.

Respectfully Submitted,
Karren Helsel-Spry
University Faculty Senate