

The meeting of the 2012-2013 Faculty Senate was called to order at 3:30 p.m. by President Summerville. The following senators were present for all or part of the meeting: Alexander, Bartschat, Chesnut, DeLaet, Fejes, Frazier, Gilbert, McCrickerd, Pisarski, Reed, Reincke, Schmidt (formerly Penland), Sanders, Sidon, Soltis, Summerville, Vandegrift, and Vitha.

Absent: Clapham, Dao, Mallea, Wright

October 2012 regular meeting minutes were accepted.

Due to University business travel, President Maxwell was not in attendance.

Provost Jones report:

Provost Jones gave an update on the Strategic Plan and the Goal Working Groups (GWG). Each of the four GWG's are working to prioritize their portion of the Strategic Plan and prepare a report on their deliberations. These documents will be shared with Senior Advisory Council and Cabinet for discussion and a 'back-and-forth' conversation between these groups.

Senator Vitha asked about the new senior level position which was created within the context of Goal Four. His stated interest is to learn about that decision making process and context. Provost Jones indicated that Ms. Shannon Cofield, Senior Counsel to the President for Strategic Partnerships has been meeting with the Provost and Deans to look at more ways to have community engagement for the academic division. Provost Jones was not involved in the process thus could not elaborate further. Senator Vitha wondered if there had been something previously lacking in these areas and, if that was the case, then he was fine with the additional help. President Summerville indicated he would ask for Ms Cofield to be introduced to Faculty Senate at the December meeting.

Provost Jones also stated that four individuals are being reviewed as candidates for the Dean of Pharmacy and Health Sciences. She indicated the committee feels good about their candidates and the overall applicant pool. The current plan is to have on campus visits before Fall 2012 finals are completed.

A short power point presentation (posted to the Senate web site at: <http://facultysenate.drake.edu/general-information/agenda-meeting-materials/>) was made by Provost Jones concerning the Teagle Project. It is a multi-institution initiative to increase Board of Trustees communication effectiveness and constructively involve Board members on campus without micro-management intrusion. Headed by Provost Jones, the team includes Kevin Saunders, Director of Institutional Research and Academic Assessment; Craig Owens, Academic Affairs Faculty Fellow and Trustee member, Bill Smith.

President Summerville report:

Stephen Slade gave the Student Senate report. He thanked the many Senators who attended the Student Senate Academic Affairs Dinner. He felt that there had been some good information shared between students and faculty during the informal gathering. The Board of Student Communications revisions have moved forward including Student Senate approval. Finally, Mr. Slade offered that he would appreciate the plus/minus grading discussion, later in the agenda, to be open rather than a closed session.

Associate Provost Art Sanders gave an update from the J-Term Oversight Committee. Two working groups are meeting concerning the topics of (1) how to better incorporate Graduate & Professional programs into the JTerm and (b) registration issues. Support was received for a possible mock registration as the challenges of online registration continues to be examined. Senator Gilbert expressed appreciation for the consideration given to modifying the compensation policy cutoff date.

Senator Gilbert gave a short report concerning the student survey concerning plus/minus grading. The results basically indicated that respondents were opposed to moving to plus/minus grading.

Jared Bernstein, Director of Public Relations and Media Management, indicated that a postcard mailing will be sent after Thanksgiving to parents of expected May and August graduates to help communicate with these individuals the revised May 2013 Commencement date. Mr. Bernstein continued with two other items. He stated that President Maxwell is amongst a set of higher education leaders who are meeting with a distinguished set of national higher education media individuals. Additionally, Mr. Bernstein reminded Senators and audience members of new City of Des Moines snow parking restrictions which take effect this year. The Drake neighborhood is within the odd/even parking street parking restrictions. More information is available within blueView or the city website.

President Summerville offered the following Senate Committee updates: (a) the University Hearing Panel (UHP) met with University Counsel to understand the depth and breadth of their duties. The minutes, which he indicated were fairly detailed, are available on the Senate website, (b) the University Benefits Committee (UBC) recently met and those minutes will be posted once received. The UBC has received a faculty's question concerning TIAA-Cref and will begin a series of fund reviews, (c) the Drake Curriculum Analysis Committee (DCAC) will make a presentation at the December Senate meeting updating the Senate on their work, and (d) Senate Rules and Regulations will be reviewed, updated and brought to Senate during the Spring 2013 semester.

New Business:

Senators Vitha and McCrickerd moved and seconded motion **13-06** :

Endorse the revised language within the nomination call for Honorary Degrees and Drake Medals

President Summerville offered some context for this language change. During the last academic year, there was a Senate discussion about the nomination process including issue of required vs. requested nomination materials. The Executive Committee also asked that the nominees be kept active for more than one year. Senator Vitha wondered if nominees would automatically be brought back or the nomination would need to be resubmitted. President Summerville indicated that like the Levitt Awards an email request would be sufficient notice.

Senators Vitha and McCrickerd moved and seconded an amendment to alter the Nomination Process paragraph to insert the word "twice" and delete the last sentence.

Additional information on your nominee(s) that connect to the Criteria outlined above may be submitted on separate sheets. The Committee may request further documentation from you at a later time. Nominations from prior years may be renewed *twice* by submitting a written request to the chair of the Committee. ~~Nominations will remain "active" for up to 3 years.~~

The amendment passed without dissent.

The motion as amended passed without dissent.

Senators Reincke and McCrickerd moved and seconded motion **13-07**:

Endorse the Draft UCC recommendations re: Drake Staff Teaching First-Year Seminars (7 Nov 2012) and Endorse the recommendations being applied across Drake's curriculum

Senator Bartschat stated that for him the first recommendation was fine. For the second one, his concern was for the staff person and who does this review. President Summerville noted that this needs to be consistent with Drake personnel policies. Associate Provost Art Sanders indicated that there is a current policy in place for payment and what this is asking for is a review of that policy. Senator De Laet asked to know what Senate was endorsing and whether more information was needed before an informed vote. President Summerville noted the draft report does spell out who would do the review. It was stated that while the number of staff teaching is not large, Senate's endorsement of the UCC recommendations will help to move the process forward.

The motion passed without dissent.

Senators Piszarski and Vitha moved and seconded motion **13-08**:

Approve Guidelines for the Construction for the Academic Calendar

Senators Gilbert and Fejes moved and seconded an amendment.

November 2012 proposed Amendment to the Academic Calendar Construction Guidelines:

Additional bullet item for the Principles and Procedures Section (suggested placement as new third bullet point)

The Faculty Senate shall review and confirm the academic calendar which is one year in advance. (e.g.: by May 2013; the 2014-2015 academic year which begins in May 2014 receives confirmation). Except in unusual circumstances, no changes shall be made to the calendar after this confirmation.

New first bullet for Spring Term, item 3;

The mid-point of the spring semester will be at the end of the seventh instructional week.

Additional sentence for Spring Term; item 3; first bullet (as presented) new language in italics

There shall be a recess of five class days at or about the mid-point of the spring semester. To the extent possible, this recess should correspond to the spring recess schedule of the Des Moines Public Schools. The dates for Spring Break for a particular academic year need not be approved when that academic calendar is approved by Faculty Senate. The dates for Spring Break must be approved by Faculty Senate.

The motion passed without discussion.

The motion as amended passed without dissent.

Senators McCrickerd and De Laet moved and seconded motion **13-09**:

as presented on the agenda with the addition of the May 2015 Commencement date

Approve 2014-2015 Academic Calendar

2014-15: (non-Law)

Summer: May 18 – August (to be determined once the Fall Law date is established)

Fall: August 25 – December 12

Winter Break: 15 Days

January: January 5 – January 23

Spring: January 26 – May 15

Note: As of Nov 8, 2012; the Des Public School System web site does not list dates for 2015 Spring Break

The motion passed without dissent.

As the Senators moved towards the closed Executive Session discussion on plus/minus grading, several Senators commented that the intent of the closed session is to have an open discussion without formal structure or minutes. It was stated that no vote was intended to be taken during the session.

A Senate Executive Session was moved by Senators DeLaet and Gilbert and passed without dissent.

The meeting moved to Executive Session at 4:20 p.m.

Secretary, Nancy Geiger