

The meeting of the 2013-2014 Faculty Senate was called to order at 3:30 p.m. by President De Laet. The following senators were present for all or part of the meeting: Courard-Hauri, Dao, Esposito, Fejes, Leroux, McCarthy, Pisarski, Reed, B. Schmidt, L Schmidt, Sidon, Simpson, Sleister, Soltis, Summerville, Swilky, Urness, Vandegrift, Vitha and Wright.

Absent: Alexander

The November 2013 meeting minutes were accepted.

President Maxwell report:

Vice President Tom Delahunt was introduced and reported that Fall 2014 undergraduate application numbers are up 17% from last year. The National Alumni Student days will host over 50 more students in February 2014 than in February 2013. President Maxwell stated it is significant to know that some institutions are already reporting fewer numbers. He noted the real work begins now as applications become converted to enrolled students.

President Maxwell presented insight into a significant opportunity which has come to Drake University with a short timeline. Based on a pre-Thanksgiving phone call from the White House, Drake, the Des Moines Public School and Principal Financial Group have put together a proposal which will be unveiled at a College Affordability Summit promoting financial access to higher education. Drake is making a commitment to bring forward a pipeline for low income students within the STEM concept. He stated it will be a pilot with full assessment measures. President Maxwell indicated he would have liked to have had more input yet there simply was not time and the proposal is due tomorrow.

Senator Soltis asked about the composition of the newly formed Strategic Budget working Group (SBWG) noting there are many administrator titles who have previously been working on budget named to the committee. President Maxwell agreed that it is heavy on those groups and they may reach out and extend their conversations yet these are the individuals who know the issues, challenges and opportunities.

Senator Swilky noted two things which stand out regarding the announced Administrative Review. First, it is a different approach than the last review seemingly not as numeric but more general and secondly, there is a short period of time planned for the entire process. He wondered what can be studied in a two month period and where will the targets be to find savings. President Maxwell noted this is a different review. There exists now a different financial environment and the mantra for program review is when an institution is over programmed for the resources. What is driving this administrative review is institutional integrity. He continued that institutional leaders need to be able to say, with evidence; the greatest part of each dollar is targeted to the student learning experience and that Drake operates efficiently. He is looking for the evidence for all that. There is not a number attached to this goal.

Provost Jones report:

Provost Jones shared four areas which are being worked on and hoped Senators would share these topics with their colleagues: 1) an engagement of local human resource personnel to explore topics which are not degrees rather Change Path Avenues, 2) the Deans are working on long term enrollment strategy with not only enrollment goals but appropriate institutional costs. This effort will include a retreat early in 2014 lead by Deans Duncan and Lenz. Additionally, 3) reviewing opportunities for new programs which would be cost neutral and 4) Raylene Rospond, Deputy Provost is leading a year-long leadership model including technology with Dean Henshaw and Chief Information Officer (CIO) Joe Riesberg.

Provost Jones continued her update punctuating the report with the phrase "We are On It". The items were 1) the Task Implementation Groups (TIG) continue to meet and work on their plans, 2) the Law School has an agreement with Iowa State University for a 3 plus 3 program, 3) Provost Jones will have a video blog posted in the near future, 4) the Quality Initiative (QI) has been accepted by the Higher Learning Commission (HLC), 5) Associate Provost Art Sanders has joined a yearlong leadership program and 6) an Iowa Women's Leaders event will be held at Drake in Spring 2014.

President DeLaet report:

President DeLaet noted, with sadness, the passing of Rick Tapscott, Adjunct Instructor in the School of Journalism and Mass Communication.

Student Senate Liaison Olivia O'Shea shared a summary of themes which came out of the Academic Affairs Annual Dinner. The themes highlighted interest in slimming down the AOI categories while broadening the offerings with the potentiality of making the AOI's more interdisciplinary. Also, with regards to an advising focus, consideration be given to advisors and their professional development promoting making connection with local resources. Ms. O'Shea stated that faculty advisors should have a base knowledge of AOIs. There was an additional suggestion to gather input from 'older' students on what suggestions would aid 'younger' students. The full document from the Annual Dinner is on the Faculty Senate website. Ms. O'Shea indicated she sits on one of the TIGs and is working with administration to develop focus groups to aid the strategic plan implementation process.

CIO Joe Riesberg presented a series of slides sharing with Senate the RightStep Program. The assembled group will meet for several months on a fairly frequent basis with one goal to articulate a new information technology (IT) model for Drake. Faculty and students are at the center of the planning while noting that IT is everything and everything is IT. Drake has pent up demands on multiple fronts. He referred to IT like plumbing (operating a faucet) which needs to work. Mr. Riesberg indicated operating principles of "If Only" statements are being collected. The former DUIT group will no longer be used as it was but there will be a new DUIT group to serve as an internal advisory committee. A Technology Initiatives Committee will be formed to set project priorities. Additional groups will be named with specific operational functionality. Mr. Riesberg announced the first core team of Deputy Provost Rospond, Professors Eric Manley and Debra DeLaet. The presentation was posted to the Senate website. President DeLaet encouraged questions be directed to Mr. Riesberg

Unfinished Business: none presented

New Business:

Senators Wright and Simpson moved and seconded **Motion 14-01:**

change the last date to withdraw from a class with a W within the General Catalog, Graduate Catalog and Faculty Manual.

Change the last day to withdraw, without extenuating circumstances, from a class with a W from the midpoint of the semester to five class days (Monday-Friday) after the midpoint of the semester. (to be implemented immediately) this does not affect the Law School

Senator Wright presented a brief background concerning the motion. He stated the time extension will give the student some breathing room between the midterm grade deadline and when a decision needs to be made to withdraw from a course. The motion has CAAD's endorsement.

Without further discussion, the motion passed.

Senators Courard-Hauri and Schmidt moved and seconded **Motion 14-02:**

Change the wording in the Faculty Manual (section 2.135) and the Academic Calendar Construction Guidelines section on Submission of Grades (B) regarding the JTerm grading deadline

Change the wording in the Faculty Manual (section 2.135) and the Academic Calendar Construction Guidelines section on Submission of Grades (B) that currently reads "Course grades for J-Term shall be due by 10:00 am on the fifth calendar day following the end date of the class" by replacing the word "fifth" with "twelfth." (to be implemented immediately)

Senator Courard-Hauri gave background information for the deadline change as it will provide time to submit grades and teach for a full JTerm. Senator Wright agreed with the stated advantages for both the JTerm courses taught on campus and those which include off campus activates. Senator Esposito asked why the JTerm should stand out from the Fall and Spring grading experience and Senator Courard-Hauri replied the turnaround timing for all classes is much shorter between JTerm

and the Spring semester. He noted there is a work around system by which instructors may grant an In Progress (IP) to the entire class yet that sets up an indeterminate timeframe for the IP to be exchanged for the actual grade.

A question was raised if this is unique to travel courses or JTerm and should the extension be considered for summer courses. Senator McCrickerd indicated that for her the biggest difference is the fact that the instructor immediately begins the Spring semester. She is in favor of the additional time noting that it is the deadline and any instructor could submit their grades well within the twelve days. The discussion also included expression of concern about JTerm courses which may be a pre-requisite for a Spring course. While there is a possibility of a student not passing a prerequisite during JTerm for a Spring course, the discussion included the statement that this should not be a reason to not pass the motion. This possible unique case could be handled as many individual case by case issues are addressed for students.

Without further discussion, the motion passed.

Senators Swilky and Bao moved and seconded **Motion 14-03:**

The Academic Calendar Guidelines document should be amended to read:

"No on-campus classes shall be held on Martin Luther King, Jr. Day."

Professor Jennifer Harvey was acknowledged and spoke in favor of the motion. She appreciated President DeLaet's leadership, many Senators input and individuals who have discussed this issue. She feels this has displayed a good mark for Drake's faculty governance. Senator Vitha asked why this is limited to on campus classes noting that if it is important to do on campus, then it is also important for off campus courses. Senator Swilky replied that a course held on campus may desire to use a services or facilities which may not be open when the country is observing a national holiday. Senator McCrickerd appreciated the motivation yet in a travel seminar, there are not any moments when you are not in class.

Senator Soltis shared his possible different perspective for the on campus/off campus course issue. He reminded the body that having different educational experiences is what JTerm was to be all about. The original guidelines purposely left out the observance so as to not add too many limitations to this shorten educational teaching and learning opportunity. Senator Reel Schmidt suggested the motion's language could be revised to serve a range of course settings. Professor Melisa Klimaszewski suggested using existing Calendar Guidelines language which recognizes nationally observed days. With movant and second agreement and general body support, the main motion was amended to:

Classes shall not meet on Martin Luther King Jr. Day.

Previous Question was called and passed. The main motion as amended passed.

The meeting closed at 4:50 p.m.

Secretary, Nancy Geiger