

The regular meeting of the 2011-2012 Faculty Senate was called to order at 3:30 p.m. by President Simpson. The following senators were present for all or part of the meeting: Alexander, Bartschat, Beisser, Chesnut, Clapham, Cramer, Dore, Evans, Frazier, Freeman-Miller, Gilbert, Leroux, McCarthy, Nelson, Reed, Sanders, Schaefer, Simpson, Summerville, Urness, Vitha, and Wrenn

Absent: none

The December 2011 minutes were accepted.

President Maxwell Report

The University Planning Council met last Friday and he felt it was a terrific meeting. A Vision 2025 draft document is being prepared. As various documents become available they will be placed on the website. He looks forward to having Faculty Senate input. Concerning the Distinctly Drake campaign, he indicated that Drake is on target even though this is a tough year economically. While meeting campaign goals may take longer than first expected, he is determined and optimistic that the campaign will be successful.

Finally, President Maxwell reminded the body that Vice President Payseur will have a Town Hall meeting next week. She will share information concerning the 2011-2012 budget status and the 2012-2013 budget assumptions which were recently approved by the Board of Trustees.

Interim Provost Wright Report

Provost Wright announced that some background work is going on with Drake FERPA policy language. No actual changes in policy are being planned rather an effort to make the document readable. Rachel Boon, Director of Institutional Research and Academic Compliance will also be doing some workshops on campus once this is ready.

President Simpson Report:

Student Senate announced that they have needed to replace a couple of Senators at the beginning of this semester and, similar to faculty, the students have needed to get back into the semester routine.

LMS Committee reported there have been some bumps in the road during their product pilot. One issue which has been highlighted is that training sessions will be needed for both systems. Faculty using either system have reported some “disruptions with their lives”. Mr. Eric Manly, chair LMS committee, complimented the support received from the Student Senate technology liaison. Senator Summerville offered that he finds the web site readable and helpful. Mr. Manly noted that the project has been leaning heavily on the library, including the web site.

Provost Wright presented the J-Term Task Force Report. She stated that approximately 45 course offerings were being expected yet the list was not yet available. The goal is to have full information available at the February 28, 2012 J-Term Fair to be held in Olmsted. Student will register, for this initial J-Term, via paper document which will require the instructor’s signature. Travel course deposit dates and other issues will be addressed by the faculty member working through the

International Office. Provost Wright continued that Residence Life will be using a J-Term registration to offer a qualified student priority for 2012-2013 housing in Goodwin-Kirk Halls. Additional billing issues are being addressed for any graduate or part time student who may be involved in a J-Term course since their tuition does include this charge. She indicated that she and President Maxwell are committed to making the J-Term work for the students and faculty.

Several questions were asked including a clarification regarding the overload charge. It was stated that an undergraduate student would not be charged an overload fee for taking three J-Term credits and 18 Spring semester credits. A student would be charged for credits taken above three, if the student took more than 3 credits in the J-Term. When asked why the registration would be paper based, the answer centered on the interest in having direct instructor involvement during this first registration. The process is expected to be completed via MyDUSIS next year.

A fact sheet or FAQ is being planned to assist students and faculty advisors. It will be available closer to the J-Term Fair. While Senators found the five page J-Term communication very helpful, it was expressed that important monetary information needs to be clearly stated for students, families and the Drake campus community. An example cited was the student being billed for J-Term courses in excess of three credits.

Susan Ladd, Director of Financial Planning, noted that the J-Term will be a standalone term which does not, by itself, qualify for financial aid. It is a discreet term as it is not required and non-Drake degree seeking individuals may enroll. She stated the Office of Student Financial Planning will strive to assist students and strive to keep Drake compliant with ever changing external factors.

Unfinished Business: None presented

New Business:

Senators Chesnut and Clapham moved and seconded Motion **12:11**:

Endorse Course Scheduling Guidelines Test Project

Professor Beisser asked if a course which requires a half day once a week, as some teaching courses do, would be allowed within these guidelines. Margie Davidson, Director of Student Records and Academic Information, indicated yes, as long as the starting time did not cause an overlap. Senator Vitha asked if labs which currently begin at 1:00 p.m. would need to move to 12:30pm. It was stated that since either way the lab time covers a four hour time block, the starting time would not be a major issue. Two major reasons for the Test Project are in large extent to better use classroom space and accommodate final exams. These two issues are not affected by most science lab offerings.

Senator Freeman-Miller expressed concern that the 75 minute course times increasing, especially on Monday and Wednesdays, does place a burden on students finding time slots for their 50 minute based lessons. Ms. Davidson stated that what is being proposed reflects much of what is currently happening on campus. The conflicts may become reduced if the starting times are honored.

A friendly amendment was offered and accepted that results Test Project be reported back to Faculty Senate in December 2012.

The altered motion was approved on a voice vote.

Senators Summerville and Clapham moved and seconded Motion **12:12:**

amend Academic Calendar 2012-2013

2012-13:

Summer: May 14 – August 24 26: ~~73~~ 75 Days

Fall: August 27 – December 14: 73 Days

Winter Break: 15 Days

January: January 7 – January 25: 15 Days

Spring: January 28 – May 17: 74 Days

President Simpson clarified with Senator Summerville whether or not “and subsequent calendars” as listed on the agenda was included in his motion. He indicated it was not. He was only bringing forward the 2012-2013 dates. Senator Cramer asked if these dates met the needs of the Drake Law School. Ms. Ladd indicated that at this point the Law School administration and faculty are deciding how they will proceed with meeting their ABA class days, course hour and exam day requirements. When asked about how the student who is involved in cross level programs will be handled, Ms Ladd noted that these students are currently handled individually and she expects that to continue.

Provost Wright addressed issues surrounding the use of the August 27th start date. She indicated that as various functional units looked at the later starting date, there were financial issues which arose especially with residence halls opening during Labor Day weekend. While the dates listed do not list a Spring Break or Fall Break, it is not proposed for those to change from previously approved. Ms. Davidson noted that while the dates offered have the Summer term ending on a Friday, the Faculty Senate had recently changed that to a Sunday. The alteration was accepted as a friendly amendment.

Senator Chesnut noted that grading deadlines have not yet been established for the J-Term. She indicated she hoped the Fall semester grading deadline would become similar to the Spring deadline structure. President Maxwell and several others mentioned the need for a good comprehensive effort to communicate these new dates, if passed, to a wide range of constituents as the former dates have been public for over two months.

The altered motion was approved on a voice vote.

The meeting ended at 4:50 p.m. Secretary Nancy Geiger