

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: Beisser, Chesnut, Clapham, Cramer, Evans, Frazier, Freeman-Miller, Gilbert, Leroux, McCarthy, Nelson, Reed, Sanders, Schaefer, Simpson Summerville, Urness, Wrenn

Absent: Alexander, Bartschat, Dore, Vitha

The October 2011 minutes were accepted.

President Maxwell Report

President Maxwell announced the academic units' individuals who had been elected to the Planning Council. The goal is to have a plan for the Board of Trustees in October 2012. During the discussions, President Maxwell indicated one topic to discuss: how can Drake have a flexible and agile institution and equally have a governance structure, both faculty and trustee, to handle the current economic and environmental realities?

Concerning the current executive level searches, President Maxwell (a) hopes to announce the Vice President of Business and Finance in the next few days and (b) announced there will be off site interviews later this week.

Interim Provost Wright Report

Provost Wright began her remarks with an update on the OIT (Office of Information Technology) policies. She indicated that some revisions have been drafted and these are with the ITSA (Information Technology Security Advisory) Committee. The documents will come back to interested faculty and then back to Faculty Senate. The Statement of Advising Principles document has been discussed extensively at Deans Council. She stated that all units should be hearing from their Dean soon regarding unit level discussions regarding advising.

Senator Nelson requested a status check of science facilities planning. Deputy Provost Raylene Rospond was recognized and asked to respond. Ms. Rospond noted that as the current capital campaign started there was a plan for two new multi-million dollar science buildings. Beginning this summer she, Joe Lenz and Jolene Schmidt have taken a fresh look at this topic and various options. These options have included one new building possibility and various renovation possibilities. She expects soon for a science room-to-room review to be done. This is all being done while looking for a major donor and prioritizing the most immediate faculty needs. Mr. Nelson stated that part of his reason for asking is that he knows of faculty, especially new faculty, who need equipment and renovated facilities. He was glad to hear that there is a several stage implementation plan. Ms. Rospond agreed that planning for faculty needs is critical at the point of hire. Mr. Nelson also mentioned his surprise that only one new building is on the list. Mr. Rospond agreed that two would be desirable, yet the wait for that amount of money is not currently being deemed reasonable. President Maxwell closed this topic mentioning that he is having an ongoing conversation with a possible donor.

President Simpson Report:

Student Senate Report: A First Year Senator has been elected and many students are focusing on the national 2012 election activities on campus. The Student Senate will be having a 'fireside chat' with President Maxwell. There will be an invitation coming out shortly for Faculty Senators to a Dean's Dinner on November 30th.

Eric Manly, Chair of the LMS Review Committee announced that planning proceeds for testing of two products (a) Moodlerooms and (b) Blackboard 9. The committee has established a Web site to facilitate communication with the campus on its progress: at: <http://researchguides.drake.edu/lms>. He hopes to know soon if there will be a stipend for the individuals participating in the pilot program, especially since at least some of them will be putting time into something which is not selected.

Art Sanders, Associate Provost, gave a J Term Implementation update mentioning there is a faculty working group on faculty compensation which has made a recommendation. He complimented them on how inclusive they have been in their efforts. The proposal has been shared with Senate Executive Committee and Cabinet level personnel. Mr. Sanders will meet with them shortly and hope to have a compensation plan soon. The Calendar Working Group has a proposal in front of Senate today. The Task Force has received information concerning potential experiences and several, he stated, seem quite interesting. The goal is to have a schedule in early February 2012 for January 2013. Senator Clapham asked if there are specific criteria for JTerm course approvals. Mr. Sanders replied that there are not JTerm specific outcomes or requirements for courses. Normal approval procedures should be followed. There was a discussion of what type of courses are suggested as appropriate for this special time period. Provost Wright stated there is nothing to preclude a regular catalog course from being offered yet the hope is for new experiences to be used to take advantage of this intense time period. Senator Evans thanked Mr. Sanders for the work on this project as there are many pieces to be fitted into this puzzle.

Unfinished Business: None presented

New Business:

Senators Evans and Cramer moved and seconded motion **12:09:**

Approve changes to the Faculty Manual

The changes that have been made from the previous manual are:

- Corrected URLs
- Updated descriptions of procedures to correspond to current expectations
- Corrected some factual information (e.g., we no longer have a Drake University Telephone Directory)
- Added new policies and guidelines that have been approved by the Faculty Senate (new credit hour definition, changes to Sabbatical Leave Policy, changed references to "Final Exam" week to "Final Evaluation" week.
- Made some changes to clarify (eg., references had been made to "Quality Points" without defining the term;

Senator Chesnut asked if the recently approved Fulbright policy is included. The reply was yes. Provost Wright indicated that one issue with the document is the reality of keeping urls correct. She

encouraged everyone to keep urls consistent as annual updates are promoted to the Drake website. In preparation for the Faculty Manual update, she contacted many offices to acquire any updates and have procedures reviewed.

The motion passed on a voice vote.

Senators Gilbert and Chesnut moved and seconded **motion 12:10:**

Approve revised Academic Calendars 2012-2013 & 2013-2014

Senator Wrenn shared that he brings to this discussion two perspectives, the bachelors and doctoral programs. He expressed disappointment in how short the proposed JTerm sessions are and that there is one less week at the end of the academic year. Senator Cramer asked why December classes end a week earlier. The assembly was reminded that both the Fall and Spring regular courses would be one week less (14 instructional weeks plus the Final Evaluation period) per the approved JTerm motion form last Spring. Senator Gilbert stated that he appreciated the work of the committee yet reminded the Senate that they set the academic calendar.

Several Senators shared concerns about the length of the JTerm, starting JTerm in mid-week or later, lack of faculty preparation time between terms and the number of class days between the Drake Relays and the Spring Final Examination Period. The two students present at the meeting were called upon for their comments to these issues. The students acknowledged the pressures of setting a schedule and students traveling yet believed that the lure of the JTerm courses, for three weeks, would bring the students to the courses irrespective of which week day the course began.

Senator Gilbert and Cramer moved and seconded an amendment to:

Move the Fall and Spring start dates one week later and end the JTerm courses the Friday after MLKing Jr. Day in January.

While several Senators and Mr. Sanders spoke in favor of the motion, it was noted that it did not increase the time between the JTerm and the Spring term. Senator Reed noted that with either set of start dates there is an additional week in the Summer.

Previous question was called and passed. The amendment passed on a voice vote with two no votes.

With proper motion and vote, the meeting was extended past 5:00 p.m.

Senator Chesnut expressed concern that there was limited time in late December for various administrative tasks especially for Residence Life and Facilities personnel.

The motion as amended passed on a voice vote with one no vote.

The meeting ended at 5:05 p.m. Secretary Nancy Geiger