

Minutes of the Faculty Senate meeting

September 21, 2005

The regular meeting of the 2005-2006 Faculty Senate was called to order at 3:30 p.m. by President Matt Esposito. The following senators were present for all or part of the meeting. Alexander, Bartschat, Cairns, Courard-Hauri, Dore, Esposito, Freeman-Miller, Gilbert, Gillespie, Larson, Lyons, Martin, Morrow, Nelson, Pandit, Reed, Reincke, Sanders, Simpson, Tice, Wade
Absent: None

The May 2005 minutes were accepted.

President Maxwell's Report

-- President Maxwell welcomed the Senate to the Fall 2005 semester. He then expanded on the major issues for the 05/06 year which he mentioned at the previous day's Convocation.

- Continue on the Accreditation process, which is more than a report, but a process of measurement.
- Meeting our enrollment goals
- Continue with classroom & academic building upgrades and address the state of the residence halls. The plumbing in Jewett will be a major issue along with quad residence halls. These are architecturally great buildings but in need of upgrading. There are other items which have come out of the Master Plan including the state of Cole Hall and an effort to improve wayfinding.
- This year's fundraising will work towards a \$25 million goal
- The neighborhood is an area where we must be vigilant and continue the improvements in security, vitalization and cooperation.

Senator Dore asked if the recently completed remodeling of the Goodwin-Kirk residence halls was worth the effort. The reply was that it is considered a success story.

Provost Troyer's Report

-- The Faculty Manual is a compilation of policies and practices which had its last printed version in 1997. Associate Provost Sue Wright has worked on the project to put the entire document on-the-web and update the contents. He noted that it is standard practice to have Faculty Senate review the Manual. The Faculty Manual's current version is at <http://www.drake.edu/academics/policies/facmanual.html>. The Provost requested that the Faculty Manual be placed on the Senate agenda in the next month or two for discussion and review.

-- The Provost noted that out of the Program Review and Strategic Planning programs which cross college and schools do not have a formal mechanism for approval. He asked if Drake wants to have these programs wade through the cumbersome approval method for each unit or is there a different, efficient way to do this.

Senator Tice asked how the compensation/workload arrangements for interdisciplinary courses are worked out. Provost Troyer indicated that is an administrative issue covered by the Deans.

Senator Pandit asked what happens now with the various courses which students already take which are housed in several college and schools. The reply noted that this concern is for those majors which have courses in multiple units for their major requirements. The Provost indicated that he hoped the University Curriculum Committee would be a good place to start this discussion.

President Esposito's Report

- The Senate Executive staffed 13 existing committees and 7 Board of Trustees committees this fall. President Esposito thanked those persons who had continued on a committee from last year. He specifically named and thanked those people who will be serving as committee chairs.
- The faculty representatives to Board of Trustee committees will be reporting back to the Senate after the late September Board meeting. He hopes this will take place at the October meeting as process does provides wonderful direct interaction between the faculty and the Board of Trustees
- An adhoc task force chaired by Human Resources Director Vanessa Macro has been created to review the Harassment Policy. There are three faculty and one librarian on the committee. He noted that Drake has a strong discrimination statement, but a out dated sexual harassment policy. This topic should be brought forward to the Senate yet this academic year

Old Business: none presented

New Business:

Senator Martin moved and Sanders seconded motion **06-01**:

Motion to change the membership wording of the Admission & Financial Aid Committee

PROPOSED CHANGES: Strikethrough = Delete and *Italics* = Add
 Admission ~~and~~ Financial ~~Aid~~ *Planning* Committee
 (six faculty, two-year terms)

The Committee monitors and coordinates the admission ~~and~~ financial aid policies of the University. It shall act on exceptions to and recommend change in these policies when in the Committee's judgment such change is appropriate. The membership shall consist of the Provost; Dean of Students; ~~or Dean of Admission delegate, the Assistant Vice President of Admission and Student Financial Planning or delegate; the Director of Student Financial Planning or delegate; two members from among the representing Deans;~~ Associate/ Assistant Deans; six members of the Faculty of Instruction, and three students appointed to two-year terms. The Chair is appointed by the Executive Committee from among the faculty members.

President Esposito noted that the intention to clear up titles and membership, not to change the committee's charge.

The motion passed unanimously with a voice vote.

Senator Martin moved and Sanders seconded motion **06-02**:

Motion to change the membership wording of the University Benefits Committee

PROPOSED CHANGES: Strikethrough = Delete and *Italics* = Add
 After review and approval by the Senate, the Committee is responsible for recommending employee benefits policies to the President. The Committee is concerned with but not necessarily confined to insurance and retirement provisions for employees of the University.

The membership of the Committee shall consist of: four members of the Faculty of Instruction; a representative of the Provost's Office; *the Director of Human Resources; the Vice-President of Business and Finance (or designate); three staff members (one exempt, one non-exempt, and one from the Bargaining Unit), and a retired Drake employee. All members shall serve two-year terms.* The Director of the Drake Wellness Program ~~and other appropriate staff~~ sits on the Committee in a non-voting ex-officio capacity.

Senator Gilbert moved to take out the phrase “*a representative of the Provost’s Office*”. He was not sure what the rationale was for the inclusion. The reply was that this is the primary office which is involved in the academic contracts. Senator Esposito noted that he saw this inclusion as a positive cross-fertilization between the Academic and Business & Finance divisions. Senator Tice offered that from his multiple years on the committee there was a change of administrative structure concerning where the Human Resources reports. He noted that there was a concern at that time about such a change and how it would affect the committee.

Senator Gilbert noted that he liked how the membership was set up by employment category, rather than by college or school. The role of the University Benefits Committee (UBC) is to evaluate and make recommendations. He offered that the Provost’s office does play an important role in benefits, but the membership speaks to what has been de-facto for the past couple of years. Provost Troyer indicated that he was puzzled by the situation and thought it is critical to be stated that more than half of the employees of the University report to the Provost. Senator Simpson stated she was strongly in favor of this position remaining within the membership. Senator Pandit asked for clarification as to who the representative might be and at which level of office. The Provost replied that the representative choices might include Wanda Everage or Sue Wright or comparable level.

There was discussion of what the language of “and other appropriate staff” meant and whether or not it was needed. Senator Tice noted that in the past, there have been faculty with particular expertise or Kay Brethauer brought into committee discussions to help address issues.

Senator Bartschat moved an amendment and Sanders seconded to remove “*and other appropriate staff*”.

There was a discussion of the amendment in regards to how wide ranging is the definition of staff and whether that includes faculty. Senator Sanders stated that he supported the amendment so there would not be a misunderstanding. Senator Courard-Hauri indicated he did not see any harm in the language.

The amendment passed.

The motion passed with a voice vote.

Senator Cairns moved and Martin seconded motion **06-03**:

Motion to request the Provost to appoint a Task Force to examine university policies and practices relating to the academic calendar, ~~with particular attention~~ including but not limited to the Day Free for Study (Dead Day) and the “end of the semester” experience at Drake

There was a friendly amendment made to substitute for “*with particular attention*” with “*including but not limited to*”. There were favorable comments concerning the change.

Senator Bartschat noted a concern that the Senate is setting out the Task Force charge, but are asking the Provost to provide the membership. He felt that was strange although he did not have a concern about the ability of the Provost to staff the topic.

The motion passed with a voice vote.

The body adjourned at 4:40 p.m. Secretary, Nancy Geiger