

Memorandum

To: Faculty Senate

From: Dr. Janet Burke, Executive Secretary

Date: May 6th, 1996

Re: Minutes of the May 6, 1996 Meeting of the Faculty Senate

The Faculty Senate Meeting was called to order at 3:35pm on Monday May 6th, 1996 in O'Leary 222. The following Senators were in attendance:

John Catalozzi, Education; William Phelan, Education; Dominick Sama, Chemical & Nuclear Eng; James Sheff, Chemical & Nuclear Eng.; Dan Golomb, Civil Eng; Venkatarama Krishnan, Electrical Eng; Ross Holmstrom, Electrical Eng; Robert Tuholski, Engineering Tech; Robert Parkin, Mechanical Eng; Ross Stacer, Plastics Eng; Michael Ellenbecker, Work Environment; David Wegman, Work Environment; Robert Nicolosi, Clinical Lab Science; Nursing; Eileen Williamson, Connie Seymour, Physical Therapy; Michael Carter, Economics; Charles Ryan, English; Jonathan Liebowitz, History; Peter Blewett, History; Michael Jones, Legal Studies; Joyce Denning, Political Science; Joseph Waterman, Psychology; David Landrigan, Psychology; Harry Rubinstein, Chemistry; Giampiero Pecelli, Computer Science; Nelson Eby, Earth Science; Alan Doerr, Mathematics; Mary Beth Ruskai, Mathematics; James Graham-Eagle, Mathematics; Arthur Mittler, Physics; George Chabot, Physics; Eusang Yoon, Management; Riaz Khan, OMMIS; Arno Minkkinen, Art; John Ogasapian, Academic Studies; Scott Fredrickson, Music Business; Helen Jones, Library; Margaret Manion, Library;

Agenda

I. Minute of Silence - Senate President Nicolosi called for a minute of silence in honor of recently deceased Senate Vice-President Professor Don Ameen.

II. Approval of Minutes - The Minutes of the April 1, 1996 meeting of the Faculty Senate were unanimously accepted as presented.

III. Announcements and Reports on Past Business. Senate President Nicolosi made the following announcements: (1) Organizational meeting of the 1996-97 Faculty Senate. Professor Robert Nicolosi has been Re-elected to serve as Senate President for the 1996-97 academic year. Professor John Ogasapian has been elected to serve as Vice- President of the 1996-97 Faculty Senate. Professor William Phelan and Professor Irwin Shapiro have been nominated for election as Faculty Representative to the Board of Trustees. Ballots will be mailed on Wednesday, May 8th, to all members of the faculty. The ballots are due back to the Senate Office by Monday, May 20th. The ballots will be counted in the Senate Office on Monday May 20th. (2) Senate Awards. Senate President Nicolosi thanked the members of the Senate for their efforts on behalf of faculty governance, and expressed special appreciation to the members of the Executive Committee who have also chaired the Senate Standing committees during the year. He also presented certificates of Appreciation to the following individuals who have assumed leadership roles in the Senate since its inception in 1990. Professor Ruskai, Senate President; Professor Phelan, Senate President and Faculty Representative to the Board of Trustees;

Paul Coppens, Senate Vice-President and Senate Parliamentarian; Professor Janice Stecchi, Faculty Representative to the Board of Trustees; Professor Peter Blewett, Senate President; Professor James Sheff, Faculty Representative to the Board of Trustees. Senate President Nicolosi also indicated that an award had been prepared for Professor Don Ameen who served 4 terms as Senate Vice-President. This award will be sent to his family. Professor Burke, Executive Secretary of the Faculty Senate presented a special award to Professor Harry Rubinstein, who is retiring and has been a member of the Senate for many years. (3) Election of Senate Vice-President. The Senate By-laws call for an election as soon as possible in the event that the position of Vice-President becomes vacant. Professor Nicolosi called for nominations for the position of Senate Vice-President to complete Professor Ameen's term of office, which ends on August 31st 1996. Professor Mittler nominated Professor John Ogasapian. Professor Ogasapian accepted the nomination. There were no other nominations. President Nicolosi cast one unanimous vote on behalf of the Senate for the election of Professor John Ogasapian. (4) Approval of Senate Standing Committees. Professor Nicolosi reminded the Senate that information regarding Senate committees and requests for volunteers was sent to all faculty. Faculty were asked to respond by April 29th. In addition all new members of the Senate were called and asked their preference for service on Senate Standing Committees. Appointments to Senate Standing Committees were discussed at the last meeting of the Executive Committee. Copies of the results of these solicitations and deliberations have been distributed to the Senate. He indicated that the committees as constituted meet the requirements of committee membership as outlined in the By-laws. Professor Nicolosi called for a motion to approve the Standing Committees.

MOTION The Faculty Senate approves the appointments to Senate Standing Committees as printed in the handout.

DISCUSSION There was a discussion of the process. The Parliamentarian indicated that the By-laws were clear that the approval of Standing Committees should be done at this meeting. In order to have Executive Committee approval of the additions to the distributed list which the Executive Committee approved at its April meeting, the Executive committee met briefly and approved the amended list. The Executive Secretary read the names of Senators added to the committees since the printing of the list. The initial motion was withdrawn and the following motion was substituted:

MOTION The Faculty Senate approves the appointments to Senate Standing Committees as presented on the amended handout.

VOTE YES unanimous

Senate President Nicolosi moved to item IV on the published agenda in order to accommodate time constraints of members of the Ad Hoc Committee on Program Review.

IV. Report of the Ad-Hoc Committee on Program Review

Professor Blewett, Chair of the Committee presented the Committee report (Copies of the

report were distributed to Senators at the beginning of the meeting.) and made the following motion:

MOTION The Faculty Senate accepts the Report of the Ad Hoc Committee on Program Review.

REPORT FROM THE AD-HOC COMMITTEE ON PROGRAM REVIEW

Given the changing circumstances nationwide in higher education, it seems prudent for the Senate to establish a process to deal with Program Evaluation. Such evaluation, however, is too specialized and time-consuming a task for a committee of the Senate to undertake on a continuing basis. The Ad-hoc committee recommends that the Senate adopt and advocate the following policy.

1. The Senate shall mandate periodic program review reports from all departments -- an ongoing internal accreditation.
2. It is the responsibility of the departments and colleges to carry out these reviews at timely intervals. The deans and their faculty councils shall together develop an appropriate timetable so that at the end of five to seven years all programs will have gone through their first cycle of review.
3. The administration shall aid the process by making available an ongoing fund to promote this activity and to hire outside consultants acceptable to both it and the departments under review to act as independent evaluators.
4. Standing sub-committees of the Graduate and Undergraduate Academic Policy Committees shall oversee and monitor this process and its product for timeliness, fairness and completeness.
- 5 The Senate shall annually take notice of and enter into its minutes the results of the program reviews and supply an assessment of the impact on campus resources of a continuing effort to maintain minimum standards of support for all programs.
6. At least once a year the President of the Senate shall communicate the results of this process of program review to the Chancellor and Provost.
7. Should a crisis arise that requires quick action for the purposes of program review, the Senate shall invoke the following emergency mechanism:

The Senate shall create an Ad-Hoc Program Review Committee chaired by the President of the Senate, and composed of two members from each of the Academic Policy Committees (Undergraduate and Graduate); and

four faculty members chosen by the Campus Chancellor in order to promote active liaison with the administration in this vital matter. Each of the nine members of the committee shall vote. The committee will pay special attention to those programs which seem in jeopardy of moratorium or elimination. The committee shall report its findings to the Senate. The Senate president, having received Senate approval of a substantive report, will present the committee's findings verbally and in writing to the Chancellor and the

Provost's Council.

(Italicized material refers to amendment passed by Senate. See below.)

DISCUSSION Professor Ruskai objected to the appointment of committee members by the Chancellor, and made the following amendment to the motion.

MOTION TO AMEND in line four of the last paragraph after the word "four" add "additional" and delete " chosen by the Campus Chancellor in order to promote active liaison with the administration in this vital matter."

The section would then read:

The Senate shall create an Ad-Hoc Program Review Committee chaired by the President of the Senate, and composed of two members from each of the Academic Policy Committees (Undergraduate and Graduate); and

four additional faculty members . Each of the nine members of the committee shall vote. The committee will pay special attention to those programs which seem in jeopardy of moratorium or elimination. The committee shall report its findings to the Senate. The Senate president, having received Senate approval of a substantive report, will present the committee's findings verbally and in writing to the Chancellor and the Provost's Council.

Professor Landrigan called the question on the amendment.

There was no objection to calling the question.

VOTE ON THE AMENDMENT YES 21 NO 8 ABSTAIN 2

DISCUSSION The discussion on the amended motion continued.

AMENDED MOTION To Accept the Report of the Ad Hoc Committee on Program Review as amended.

A SUBSTITUTE MOTION from Professor Ruskai was ruled out of order.

VOTE ON MOTION AS AMENDED YES 27 NO 1 ABSTAIN 3

Professor RUSKAI made the following motion:

MOTION The Senate recommends that its Executive Committee meet with the Chancellor to implement the review program recommended by the Ad Hoc Committee.

VOTE YES 24 NO 3 ABSTAIN 3

Professor Landrigan called for reconsideration of the motion.

VOTE YES 3 NO 23 ABSTAIN 4

Professor Nicolosi returned to the Announcements and Past Business section of the Agenda.

Announcements and Reports on Past Business (cont.)

(5) Senate By-Laws. At the last meeting of the Senate two

By-Laws revisions were approved. The second of these under article VIII Executive Committee inadvertently omitted the Chancellor from the process. Professor Nicolosi called for a reconsideration of the resolution approving the By-Laws revision in order to include the words "and the Chancellor" in the appropriate place.

MOTION to reconsider the By-Laws revision passed at the April 1 1996 meeting of the Faculty Senate regarding Article VIII.

VOTE Yes unanimous

The resolution approved on April 1st and the recommended amendment was displayed on an overhead. Professor Burke pointed out the three italicized words - and the Chancellor.

RESOLUTION The Faculty Senate approves the following By-Laws amendment. Under VIII Executive Committee, page 8 line 20 and ff, delete line 21 " the Executive Committee shall meet with the Chancellor and other appropriate members of the administration (i.e. Vice-Chancellors and/or Deans)" and replace it with "The Senate President, the Executive Committee, and the Chancellor shall meet with the President of the University and/or a designee from his office" to attempt to resolve differences.

VOTE Yes unanimous

6. University retirement luncheon. Please see Professor Waterman after today's meeting for tickets.

V. Reports on Meetings. Professor William Phelan, Faculty Representative to The Board of Trustees distributed copies of his report on the April meetings of the Board of Trustees and commented briefly on the meetings.

VI. Senate Standing Committees

1. Undergraduate Policy Committee

RESOLUTION The Faculty Senate approves a certificate in Computer Assisted Manufacturing.

DISCUSSION Professor Eby asked whether the committee has reviewed the entire issue of certificates. Professor Mittler indicated that they had to some extent.

VOTE YES 23 NO 0 ABSTAIN 2

RESOLUTION the Faculty Senate approves a Certificate in Hazardous Waste Management.

DISCUSSION A Senator inquired whether the program has been scrutinized by qualified people. Dirk Messelaar responded that all certificates are reviewed by advisory boards and that this certificate was reviewed by specialists in the industry. He indicated that the

certificate does not involve any new courses. Professor Landrigan asked about the implications of the role of the person who gets this certificate. Dirk Messelaar responded there are also state certifications to qualify people for positions in this field.

VOTE yes 20 no 1 abstain 3

RESOLUTION The Faculty Senate approves a certificate in Graphic Design and Digital Imaging.

Jim Coates presented the resolution and indicated that some courses will be offered in the day school. Professor Landrigan asked who is providing the resources for this program. A member of Professor Coates' committee responded that the existing Multi-media labs will be used. Dirk Messelaar indicated that Continuing Education will fund any additional needs. There was a question of the possibility of a masters degree. Professor Coates responded that this may occur, perhaps at a later time.

VOTE yes unanimous

2. Graduate Policy and Affairs Committee. Professor Karasek presented the following resolution:

RESOLUTION The Faculty Senate approves a Graduate Certificate in "Job Stress and Healthy Job Redesign" to be offered jointly by the Department of Work Environment and the Department of Psychology.

VOTE YES unanimous

3. Research and Development Committee. Professor Eby called attention to the committee report which was distributed to Senators with the meeting materials. The Report is presented to Senators for their information . The topic will be considered next year by the Research and Development Committee. Senators were asked to give their input to committee members.

4. Academic Resources Committee. Margaret Manion requested that committee members attend meeting on Thurs., May 9 at 2:00PM of the Council on Communications and Information.

5. Budget and Priorities. Professor Landrigan announced that the next meeting of the committee is scheduled for Thursday, May 9th in room 521 Olney. One item of business will be the election of a new Chairperson for the committee. He encouraged Senators to attend the University meetings later this month, particularly those of the Council on Communications and Information. He also urged Senators to attend to the March Blue Book.

The meeting was adjourned at 5:15 PM.