

**CSU FACULTY SENATE
MEETING MINUTES
Tuesday, November 5, 2013
Library Auditorium**

ATTENDANCE: Justin Akujieze, Elizabeth Arnott-Hill, Anser Azim, Phillip Beverly, Robert Bionaz, Patrice Boyles, Emmett Bradbury, Sarah Buck, Tollie Carter, Jane Crossley, Miguel Fernandez, Monique Germain, Tonya Hall, Rong Lucy He, Soo Kang, Ann Kuzdale, Azungwe Kwembe, Crystal Laura, Ben Liu, Bryon Martin, Gebeyehu Mulugeta, Paul Musial, Mohammad Newaz, Asare Nkansah, Vincent Osaghae, William Jason Raynovich, Alesia Richardson, Virginia Shen, Brenda Pruitt-Annisette, Douglas Thomson, Elizabeth Wittbrodt, Chyrese Wolf

GUESTS: Karel Jacobs, Robin Hawkins, B. Rowan, Deborah Lynch

I. CALL TO ORDER at 12:38 in NAL Auditorium.

Phillip Beverly, presiding

Meeting recorded by Elizabeth Arnott-Hill

II. APPROVAL OF MINUTES

MOTION	VOTE
That the minutes for October 1, 2013 and October 22, 2013 are approved with minor corrections.	Vote: Approved Yes: 25 No: 0 Abstain: 0

III. ANNOUNCEMENTS

- A. PEC Meeting – November 6, 2013
- B. Provost Council – November 6, 2013
- C. Regular Senate Meeting – December 3, 2013
- D. Fall Commencement – December 19, 2013
- E. Board of Trustees Meeting – December 13, 2013
- F. Dr. Beverly reminded the body to complete ethics training so that we may achieve 100% compliance.

IV. COMMITTEE REPORTS

- 1. Academic affairs: Sarah Buck
The next meeting will be held November 12. The Vice President of Enrollment Management is scheduled to attend.
- 2. Shared Governance: Robert Bionaz (reporting for Pancho McFarland)
No report.
- 3. Buildings and Grounds: Karel Jacobs

Reports on three key issues

1. Campus beautification and sustainability efforts

Committee is developing a campus beautification and sustainability initiative. The initiative calls for an officer of sustainability to be appointed at CSU to oversee these efforts. The officer would be responsible for starting and maintaining campus recycling efforts and to lead the efforts to educate the faculty, staff, students, and community in sustainability. The committees will present the “write paper” to the Senate with the hope that it will be included in the Senate’s March report to the Board of Trustees.

In addition, the committee is helping to submit a recycling grant to the state of Illinois. Monies from this grant would help the university to begin a comprehensive recycling program. As a part of the data collection for the grant, students completed a waste evaluation, recording the amount of types of waste created at the university.

2. Campus Signage

The committee is also leading efforts to improve signage on the campus.

3. Tree campus

In an effort to maintain CSU’s status as a “tree campus”, the committee is communicating with the administration about various needs. The administration has shown support for this initiative. One issue is that CSU has 30-40 ash trees on campus and that these trees seem to be infested with emerald ash borer. These trees will need to be cut down. There is an effort to make sure that the wood is used for another purpose. Even though these trees need to be cut down, this can also be an opportunity to diversify the species on campus.

Additional Issues Raised

- No one has contacted the committee regarding the possible electrical upgrade. The committee has asked if electric charging stations will be a part of the upgrade.

- Dr. Liu asked that the committee inquire about additional emergency telephones near the parking lots and noted that the CSU sign is blocked by trees. The committee agreed to inquire about both issues.

4. UPC: Elizabeth Wittbrodt

Tomorrow is the last day for applications for open positions. The committee will meet next week to begin evaluation of a large group of 2nd and 3rd year portfolios.

5. IT Steering Committee: Phillip Beverly

Dr. Kenemore is currently serving on the board, as is Dr. Beverly. Dr. Beverly asked that someone replace him. Dr. Arnott-Hill volunteered.

5. IRB

The University has proposed moving the IRB under Dr. Carney's purview in the graduate school.

6. Board of Trustees

The next Board meeting is 12/16, Dr. Beverly asked for any items for inclusion in the faculty's report by 12/14.

7. Library: Ann Kuzdale

Dr. Kuzdale solicited any concerns about the library and asked for new members. The next meeting is Thursday at 12:45 PM.

8. Board of Athletics Advisors: June Price

CSU is now part of the Western Athletic Conference, and the new baseball field is completed. Dr. Price informed the Senate of the various accomplishments of the athletics teams at CSU. She also noted that CSU athletes have graduations and retention rates that are higher than those of the general student population.

The student advisory committee reconvened and is active at national conferences. The committee is also active in community service.

Grades First (grade updates that are solicited for student athletes) reporting is getting better. It is up 40%, but is still low. The BAA is working towards 100% participation from faculty. The BAA is also looking for faculty support for Green Days and Faculty Events this year. In addition, the BAA is always looking for additional committee members. The next meeting is scheduled for 11/11.

V. NEW BUSINESS

Communication of Faculty Senate Activities

Dr. Beverly addressed communication of Faculty Senate activities. He mentions that he has received comments about the functions and utility of Faculty Senate. Dr. Beverly suggested avenues for publicizing senate work including using Twitter, Facebook, and YouTube videos and invited discussion.

Senators expressed concern about the lack of access to the Senate website. It is noted that the Senate cannot obtain access to update its own website.

Dr. Beverly reminds the body that there is Google site for Faculty Senate and will pass along the web address for inclusion in the minutes.

Dr. Raynovich asked if there is a policy regarding the use of Facebook or Twitter. Attorney Hawkins said that she did not believe that there is one.

A suggestion is made that faculty might appreciate an email of the minutes, but the difficulty of obtaining a current list of tenured/tenure-track faculty from IT is noted as an obstacle. Dr. Raynovich reported that a request was made last year for a list of T/TT faculty from IT and has not been received to date. He also noted that draft minutes should not be distributed.

MOTION	VOTE
All approved minutes will be forwarded to tenured/tenure-track faculty members within a week of approval, contingent on Faculty Senate having an updated list of current tenured/tenure-track faculty members. Dr. Thompson motions. Dr. Raynovich seconds the motion.	Vote: Approved Yes: 28 No: 0 Abstain: 3

Dr. Kang noted that it is incumbent upon senators to report to their programs, but new senators do not necessarily know that this is a part of their role. She suggested that new senators should be given an orientation. Dr. Beverly asked all new senators to stay briefly after the meeting for an informal orientation.

Distance Education Report

Dr. Fernandez reported and gave an overview of the committee's responsibilities and composition. He referenced the contact's language about the committee's charges. One of those charges is to evaluate online courses. Ten percent of courses will be evaluated by faculty beginning in the spring of 2014. The rubric is from the Illinois Online Network. It was adopted by the committee in 2012. He reiterated that the purpose of evaluation is not to assess faculty, but to assess the quality of the online classes that CSU offers.

Dr. Beverly asked for confirmation that the content of the course will not be evaluated. Dr. Fernandez affirmed. Dr. Beverly noted that this process could be automated in the future.

Dr. Fernandez reminded the faculty that this is not a punitive process. Faculty who receive a poor review will be approached and given assistance. Faculty will be asked before the report is given to the chair or dean. The review can be used for evaluation of the faculty member if the faculty so chooses.

Dr. Kang asked that the rubric be forwarded to faculty. Dr. Fernandez noted that it is available online but will also distribute it.

Dr. Fernandez noted that the course approval is mentioned in the contract as a duty of the committee. Dr. Kuzdale mentioned the requirement of a syllabus and two modules. Dr. Fernandez said that this was adopted before he became chair, but, at the request of the Senate, they will revisit this requirement at the next meeting.

ACTION	Responsible Party
That the course evaluation rubric will be sent to the corresponding secretary for immediate distribution. The distance education committee will report about the findings from the first evaluation in the spring of 2014.	Dr. Fernandez

Missive from the Provost Regarding Faculty Senate

Dr. Beverly spoke briefly about the letter to faculty from the Provost. The Senators expressed general confusion about the meaning of the letter and legitimacy of the claims. Dr. Beverly has written a response.

ACTION	Responsible Party
Dr. Beverly's response will be sent to all Senators electronically. A hard copy of the letter will be sent to all faculty via campus mail by the close of business.	Dr. Beverly

Westside Campus

Dr. Snelling spoke of the progress on the Westside Advisory Committee. The Brailsford and Dunlavy study was completed on October 24, 2013. She urged Senators to read the report and to think about how the Westside Campus might affect faculty. She asked for any concerns to be presented to her by the next meeting on 12/9. Her email is csnellin@csu.edu. To Dr. Snelling's knowledge there has been no discussion regarding the faculty and how the new campus might change the faculty's working conditions.

Senators asked various questions regarding Department of Education compliance, rationale for a new campus, and the supporters of the project. Dr. Snelling was unable to speak to any of those issues. Dr. Bionaz noted that he was nominated by the union to be on the committee.

Open Act of Illinois

Dr. Snelling mentioned the Open Act of Illinois and that the Task Force needs a representative. Dr. Pruett agreed to serve to the committee.

VII. NEXT SENATE MEETING: November 21, 2013, Location TBD, 12:30-2 PM

VIII. MEETING ADJOURNED: 2:02 PM by Phillip Beverly