

9-28-2009

University of Northern Iowa Faculty Senate Meeting Minutes, September 28, 2009

University of Northern Iowa

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SUMMARY OF FACULTY SENATE MEETING

9/28/09

CALL TO ORDER

Chair Wurtz called the meeting to order at 3:20 P.M.

APPROVAL OF THE MINUTES

Motion to bring the minutes of the 8/24/09 meeting off the table by Senator Neuhaus; second by Senator East. Motion passed.

Motion to approve the minutes of the 8/24/09 meeting by Senator Neuhaus; second by Senator Hotek. Motion passed.

Motion to approve the minutes of the 9/14/09 meeting by Senator East; second by Senator Neuhaus. Motion passed.

CALL FOR PRESS IDENTIFICATION

No press present.

COMMENTS FROM CHAIR, SUSAN WURTZ

Chair Wurtz noted that Faculty Chair Swan was unable to attend today's meeting.

Chair Wurtz commented on the issue former Interim Provost Lubker brought to the Senate last spring regarding a student that missed an exam and was not allowed to make that exam up, and that the student's parents asked that UNI's current policy be reviewed. The Senate referred the issue to the Educational Policies Commission (EPC) and Chair Wurtz sent a letter to the student's parents.

AS a result of this issue, it has come to her attention that there is some confusion as to who is actually on the EPC and she is working with Melissa Beall, Co-Chair Committee on Committees to get things figured out. Dr. Beall has assured her that the EPC will be up and involved soon.

Along with the missed exam policy issue, the EPC will also be involved in the issue of absences of students due to health reasons. Chair Wurtz noted that Provost Gibson has sent out the

guidelines to the university and the Senate has been asked to send out official notification. She suggested that the Senate endorse the Provost's statement.

Provost Gibson replied that she felt that the Senate's endorsement would be sufficient noting that she had received a number of emails from faculty that are still not quite on board with the policy.

Chair Wurtz informed the Senate that language in the Promotion and Tenure Policy was revised to reflect the Senate's discussion, and that revised policy has been attached to the minutes of the 9/14/09 Faculty Senate meeting. If senators have objections or questions they need to bring them forward.

Discussion followed on accountability of the policy. It was noted that it would eventually end up on the Provost's desk and if the Provost is not satisfied with the information that she receives she could then ask if the departments have used that policy with accountability coming through the administrative channels on the back end and the Faculty Senate on the front end.

Chair Wurtz noted that she recently had the opportunity to attend the Iowa Communication's Conference. One of the sessions was conducted by Leigh Zeitz, UNI Curriculum and Instruction. She was extremely impressed with his enthusiasm and expertise, and Dr. Zeitz did UNI proud at that conference.

Senator Schumacher-Douglas noted that she was absent at the last meeting when Dr. Thomas Little's Emeritus Status request was approved and she updated the Senate on Dr. Little's accomplishments.

COMMENTS FROM INTERIM PROVOST GIBSON

Provost Gibson thanked those faculty that attended the Convocation held Wednesday, September 23.

She noted that there was a UNI Cabinet meeting this morning in which the budget was discussed, and once again it's not looking very good with any budget reversion coming mostly from Academic Affairs. They are looking at a 3-5%, or higher reversion.

Provost Gibson stated that tuition increase was also discussed with a proposed increase of 2.7%.

She also noted that UNI is moving forward with the Academic Program Assessment recommendations, and that there will be Town Hall meetings on Strategic Planning the third week in October. Prior to that those that have been selected to serve on the Strategic Planning Committee will receive a letter.

CONSIDERATION OF CALENDAR ITEMS FOR DOCKETING

988 "Purposes and Goals of the Liberal Arts Core" - Liberal Arts Core Committee

Motion to docket in regular order as item #894 by Senator East; second by Senator Smith. Motion passed.

NEW BUSINESS

Steve O'Kane, Biology, was presented a recognition plaque for his years of service on the Faculty Senate, 2003 - 2009, serving as Vice-Chair 2004 - 2006.

Davie Marchesani, Academic Advising, was presented a recognition plaque for his years of service on the Faculty Senate, 2006 - 2009.

ADJOURNMENT

DRAFT FOR SENATOR'S REVIEW

MINUTES OF THE UNIVERSITY FACULTY SENATE MEETING

9/28/09

1667

PRESENT: Megan Balong, Maria Basom, Karen Breitbach, Phil East, Gloria Gibson, Doug Hotek, Pierre-Damien Mvuyekure, Chris Neuhaus, Phil Patton, Chuck Quirk, Michael Roth, Donna Schumacher-Douglas, Jerry Smith, Katherine Van Wormer, Susan Wurtz

Tyler O'Brien was attending for Julie Lowell.

Absent: Gregory Bruess, Michele Devlin, Jeffrey Funderburk, Bev Kopper, Jerry Soneson, Jesse Swan

CALL TO ORDER

Chair Wurtz called the meeting to order at 3:20 P.M.

APPROVAL OF MINUTES

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Motion to approve the minutes of the 8/24/09 meeting by Senator Neuhaus; second by Senator Hotek. Motion passed.

Motion to approve the minutes of the 9/14/09 meeting by Senator East; second by Senator Neuhaus. Motion passed.

CALL FOR PRESS IDENTIFICATION

No press present.

COMMENTS FROM CHAIR, SUSAN WURTZ

Chair Wurtz noted that Faculty Chair Swan was unable to attend today's meeting.

Chair Wurtz commented on the issue former Interim Provost Lubker brought to the Senate last spring regarding a student that missed an exam due to his being a pallbearer at his grandfather's funeral and was not allowed to make that exam up. She noted that she also received a letter from the student's parents August 24, 2009, urging UNI to adopt a policy similar to the University of Iowa and Iowa State. The Senate referred the issue to the Educational Policies Commission (EPC) and Chair Wurtz sent a letter to the parents, which she read to the Senate.

It has come to her attention, after reviewing the Committee on Committee's report and contacting those members listed, that there is some confusion as to who is actually on the EPC. Melissa Beall, Co-Chair Committee on Committees, has been contacted and they are attempting to get things figured out and

Dr. Beall has assured her that the EPC will be up and involved soon. Senator Balong is a member of the EPC and will be able to provide the Commission information on this issue.

Chair Wurtz noted that the first order of business is the Committee on Committees, which has been in disarray for some time.

Along with the missed exam policy issue the EPC will also be involved in the issue of absences of students due to health reasons. Chair Wurtz noted that Provost Gibson has sent out the guidelines to the university. The Senate has been asked to send out official notification from the Senate. It is her suggestion, in light of the fact that the Provost has already sent out an email notification, that the Senate endorse the Provost's statement.

Provost Gibson replied that she felt that would be sufficient. She noted that she has received a number of emails from faculty that are still not quite on board with the guidelines. It is difficult to determine whether students are being honest or not in their absences, especially on Fridays when students are not being required to provide faculty with health excuses. We are not in a position to investigate or second-guess students. Faculty have no recourse, which is unfortunate but we have to err on the side of students not coming to class ill. It would be helpful for the Senate, if it agrees with her email, to endorse it. The UNI Health Center is not giving out any excuses for any illness; they will not verify if a student is sick and unable to attend class. This is difficult for faculty, and she does understand that. However, there are still those that are not convinced that this is the best thing to do.

Chair Wurtz informed the Senate that she, Senator Soneson, Senator VanWormer and Vice Chair Mvuyekure reviewed the Promotion and Tenure Policy and revised the language to reflect the Senate's discussion. That revised policy has been attached to the minutes of the 9/14/09 Faculty Senate meeting. If senators have objections or questions they need to bring them forward.

Senator Basom asked where does that policy go from here? It wasn't clear from the last meeting. Who is actually taking it forward, to whom?

Chair Wurtz replied that it would go forward from the Faculty Senate to departments and colleges, by way of the minutes from that meeting.

Senator Basom noted that sometimes coming from a senator is not good enough for a department and not everyone reads the Faculty Senate minutes.

Senator Schumacher-Douglas asked for clarification on who the policy was sent to, the college senates?

Senator Basom stated that the policy is in the minutes but unless someone reads all the way to the end of the minutes they wouldn't be aware of that policy.

Chair Wurtz remarked that as a senator, senator's can send any policy that the Faculty Senate approves to anyone in his or her college or department. It can go out as a Faculty Senate item to faculty.

Senator East asked if the UNI Faculty Senate can send an email to the faculty?

Chair Wurtz noted that the Faculty Senate can send emails to UNI faculty.

Senator East continued, asking why couldn't we just send an email out to faculty with the policy.

Senator Breitbach suggested that such an email come from both Faculty Senate Chair Wurtz and Faculty Chair Swan.

Chair Wurtz responded that she will contact Faculty Chair Swan that the desire of the Senate is that the Promotion and Tenure Policy be sent out to faculty with both of their names attached as from the Senate, drawing attention to something that could easily be bypassed in the minutes of that meeting.

Senator Smith asked how the accountability will be established? Is something suppose to happen to make sure departments follow the policy?

Chair Wurtz replied that it would not be from the Faculty Senate because there are no such powers in the Senate's Constitution. But it would eventually end up on the Provost's desk and if the Provost is not satisfied with the information that she receives

she would then be able to ask if the departments have used that policy.

Senator East stated that that seems to be the appropriate approach, with the Provost suggesting to the deans that they should be asking for it, not just looking for it, as there were specific dates in the policy.

Senator Smith continued that the accountability would come through the administrative channels on the back end, and from the Senate on the front end.

Chair Wurtz commented that it works well in the sense that it is focusing on the issue of academic quality and it's not the process. What we are saying is our standards are clearly stated and should be used. That's all we can do.

Chair Wurtz noted that there is the advantage of a format like this, especially when you see something really cool you can say something about it. She recently had the opportunity to attend the Iowa Communication's Conference, which she normally wouldn't be going to as a Business faculty but she was asked by Dale Cyphert, Management. One of the sessions was by one of our own faculty members, Leigh Zeitz, Curriculum and Instruction. His session was looking at what we can do with technology that doesn't require huge amounts of investments of any sort; it's just a matter of knowing what's out there and how to use it. His enthusiasm and expertise was just fantastic. If faculty want more information about distance education, online education and how to use technology, she would refer them to Dr. Zeitz, also known as Dr. Z. There are others that probably know just as much but Dr. Zeitz did UNI proud at that conference.

Senator Schumacher-Douglas noted that she was absent at the last meeting when Dr. Thomas Little's Emeritus Status request was approved, and she wanted to let the Senate know about Dr. Little's accomplishments.

Dr. Tom Little was employed at UNI from 1973 to 2003. He was coordinator of the Special Education Consultation Program from 1997 through 2003, which was a graduate level state-endorsement and an Master's program. The consultative-model program met a significant need in the field of education in Iowa at the time and continues to the present time. Dr. Little taught a variety of courses in the Department of Special Education such as

"Collaborative Consultation: The Relationship" and "Collaborative Consultation: The Process" as well as supervised a variety of practicum experiences. Dr. Little was the advisor for many students who are now serving as Special Education Consultants in AEAs throughout the State of Iowa. Dr. Little took a great deal of pride in the quality of the Consultation Program.

COMMENTS FROM INTERIM PROVOST GIBSON

Provost Gibson thanked those faculty that attended the Convocation held Wednesday, September 23, noting it was a very nice ceremony.

She noted that there was a UNI Cabinet meeting this morning and the budget was discussed. Once again it's not looking very good and if there is a budget reversion, which they are almost certain will happen, Academic Affairs will bear the brunt of that. They will know the extent of it for sure next month. This is a very serious situation as they are looking at a 3-5%, or higher reversion.

Provost Gibson stated that tuition increase was also discussed with student leadership. The proposed increase is 2.7%, and they're hoping that they'll be able to stick with that. If not, there will be additional meetings with student leadership.

She also noted that UNI is moving forward with the Academic Program Assessment recommendations. There will be another meeting tomorrow with the Deans to look at the next set of data. They will get through those recommendations but are moving carefully and meticulously.

Provost Gibson also noted that there will be a Town Hall meeting on Strategic Planning the third week in October, with two separate sessions being planned to give everyone an opportunity to attend. This will be a campus wide call for the campus community to come together to voice their ideas. Prior to that those that have been selected to serve on the Strategic Planning Committee will receive a letter. Currently there are 30 members with committee members being nominated by either the vice-presidents or deans. This is a rather large committee but they want to make sure everyone is represented. There will also be an undergraduate and a graduate student representatives.

CONSIDERATION OF CALENDAR ITEMS FOR DOCKETING

988 "Purposes and Goals of the Liberal Arts Core" - Liberal Arts Core Committee

Motion to docket in regular order as item #984 by Senator East; second by Senator Smith. Motion passed.

NEW BUSINESS

Chair Wurtz announced that this is the fun part. She noted that she has been aware for some time that the "service mode" is not evenly distributed across campus. Those that help us out are more appreciated than you'd otherwise expect.

Steve O'Kane, Biology, was presented a recognition plaque for his years of service on the Faculty Senate, 2003 - 2009, serving as Vice-Chair 2004 - 2006.

Dr. O'Kane asked for the opportunity to say a few words, stating that serving on the Faculty Senate was a privilege to work with everyone, and was rather enjoyable. He also noted he wanted to "tip his hat" to Faculty Senate Secretary Dena Snowden, who has done work far beyond the call of duty, and hopes everyone appreciates her hard work.

Davie Marchesani, Academic Advising, was presented a recognition plaque for his years of service on the Faculty Senate, 2006 - 2009.

Mr. Marchesani thanked the Senate for the opportunity to serve.

ADJOURNMENT

Motion by Senator Hotek to adjourn; second by Senator Roth. Motion passed.

The meeting was adjourned at 3:50 P.M.

Respectfully submitted,

Dena Snowden
Faculty Senate Secretary

Dear Colleagues,

As you are aware, Black Hawk County Health Services announced last week that a UNI student has had a confirmed diagnosis of H1N1 flu. This seems an apt time to remind you of the guidelines that I announced previously for dealing with student absences and late or missed assignments. In particular, I emphasize the following:

Don't require students to provide medical documentation of their illness. As noted above, students are being told **not** to visit the health clinic. Private clinics and physicians are issuing similar advice. H1N1 is highly contagious and easily spread, so avoiding contact with others is recommended by the CDC. The student health service **will not** provide excuses or documentation of illness.

Students are being advised to contact their professors to let them know if they are experiencing flu symptoms and to notify them of expected absences from class. Please remember that students may be too ill to complete assignments during this time. Therefore, I ask you to:

1. Develop reasonable and flexible policies for students absent from classes, labs, studios or rehearsals during this flu season. This is the time to give students reporting a flu-like illness the benefit of the doubt. Students should not be penalized for being absent from class or activities or being late with assignments as a result of being ill with the flu.
2. Expect students to be absent from class and activities for at least three to five days. Those who experience flu symptoms are being told to remain in self-isolation at home or in their dorm rooms for at least 24 hours after they are fever-free, without the aid of fever reducing medications.
3. Provide reasonable opportunities for students to make up missed assignments and exams in order to help them be successful this semester. Remember that a student will need to make up work in several classes during their recovery period.
4. Consider making course materials available on-line. Plans are underway to provide support and assistance to faculty members in making course resources available via the e-Learning system and on the internet. More information will be provided soon. In the meantime, feel free to contact Educational Technology Services for assistance with putting materials into the e-Learning system if you would like to get started. On-line resources to help you are also available at http://elearning.uni.edu/faculty_resources.htm.
5. Be alert for updates about H1N1 influenza on our campus and be responsive to recommendations made as the semester and the influenza season unfold. No one knows how virulent the H1N1 virus will be this fall and public health recommendations are changing. We have an institution-wide pandemic response team and a committee within academic affairs that is closely monitoring developments and working to ensure that you will be able to continue your courses through alternate, technology-based means, if necessary.

Thank you for your cooperation.

Gloria J. Gibson
Executive Vice President & Provost