

Bradley University Senate
Agenda
First Regular Meeting of the 2008-2009 Senate

3:10 P.M. September 18, 2008
Michel Student Center Marty Theater

- I. Call to order
- II. Announcements
- III. Approval of Minutes
 - A. Seventh Regular Meeting 2007-2008 May 7, 2008 (p. 2)
 - B. Special meeting of the 2008-2009 Senate, May 7, 2008 (p.7)
- IV. Call for items to be added to the Agenda
- V. Reports from Administrators
 - A. President Glasser
 - B. Interim Provost Bolla
- VI. Report from Standing Committees
 - A. Elections
- VII. Reports from Ad Hoc Committees
- VIII. Unfinished Business
 - A. CUSHR proposal
- IX. New Business
 - A. Ratification of Appointments to Standing Committees
 - i. Affirmative Action
 - ii. Honorary Degrees
 - iii. Retirement Advisory
 - iv. University Resources
 - B. Proposed Handbook language change related to OTEFD (p. 9)
- X. Other Business
 - A. Report from Student Senator
- XI. Adjournment

**BRADLEY UNIVERSITY SENATE 2007 – 2008
MINUTES
SEVENTH REGULAR MEETING, MAY 07, 2008**

I. Call to Order

Senate President Sam Fan called the meeting to order at 3:12 PM. The location was the Michel Student Center Ballroom A.

II. Announcements

A. Senate President Fan expressed his condolences about the death Zeev Gorin, an active member of the University Senate.

B. A reception will follow immediately after the special meeting of the 2008-09 University Senate.

C. The 2011-12 Academic Calendar is available as a handout.

D. There was a typo in the agenda for the Senate Committee on C&R dated February 19, 2008. On the Committee's agenda, it stated under Program Modification-Art-Photography Concentration: Replace ART 226 and ART 425 with ART 228 and ART 227. ART 227 should have been listed as ART 427. Since this was a typo on the committee's agenda, there will be no need for a vote on the correction.

III. Approval of Minutes

On a motion by Claire Etaugh and a second by Bob Bolla, the minutes of the Sixth Regular Meeting were approved.

IV. Call for Items to be added to the Agenda

There was nothing to add to the agenda.

V. Reports from Administrators

- A. President Glasser reported that the Red Tie Gala was a huge success. She thanked George Brown and Jim Ferolo for planning and organizing this event. The goal is \$150 million. To date, \$104 million have been raised. She hopes that we can exceed this goal. The trustees approved a budget based on a freshmen class of 1,060 students. We are not quite there yet and the admissions office is working very hard to recruit students that are on the bubble. Admissions is also working on an updated plan for recruiting the next freshmen class. Commencement will be on May 17th. President Glasser reviewed some of the activities that will take place on this day. She thanked everyone for the warm welcome they have extended to her during her first year on campus. Finally, she thanked Senate President Fan for his help during the past year. She then read a resolution that was recorded in the Board of Trustees minutes on April 25, 2008 acknowledging his service to the University Senate and Board of Trustees.
- B. Provost Johnsen thanked Senate President Fan for his service to the University. He then reviewed some activities that made for an exceptionally strong spring semester. He discussed the status of the North Central reaccreditation self study committee. The new director of institutional improvement will be on board June 1st. He thanked Lori

Russell-Chapin for chairing the search committee. A salary benchmarking process is underway and more information will be provided in the Fall. Work is also being done on a more modern system for recording and reporting faculty activities. This should be available in the Fall. Finally, he thanked Rob Baer for chairing the committee that streamlined the C & R process.

VI. Reports from Standing Committees

A. Committee on Curriculum and Regulations.

1. Subcommittee on Curriculum and Regulation

- The Senate did not act on the deletion of CS 615 (see page 11 of the May 7th regular agenda) because the request came from the Curriculum Subcommittee of C & R rather than the Graduate Executive Committee. This will be considered in September 2008 after the Graduate Executive Committee has considered it.
- Senate President Fan announced the course modifications for the College of Engineering and Technology and the Foster College of Business Administration (see page 11 of the May 7th regular agenda.) No Senator requested additional information and the modifications were considered approved.
- Senate President Fan announced the course additions from the College of Liberal Arts and Sciences, the College of Engineering and Technology, and the Foster College of Business Administration (see pages 11-12 of the May 7th regular agenda). No Senator requested additional information and the additions were considered approved.
- Rich Johnson moved that the Civil Engineering major modification and associated course modifications be approved. (See pages 12 – 14 of the May 7th regular agenda). Bob Bolla seconded the motion. A few questions were asked for clarification of the course modifications. Motion passed.
- Rich Johnson moved that the Civil Engineering and Construction – Construction Program major modification be approved. (See pages 14 – 15 of the May 7th regular agenda). Claire Etaugh seconded the motion. Motion passed.
- Rich Johnson moved that the Civil Engineering – Environmental Engineering concentration be deleted. (See page 15 of the May 7th regular agenda). Bob Bolla seconded the motion. Motion passed.
- Claire Etaugh moved that the modification for the minor in Health be approved. (See page 15 of the May 7th regular agenda). Nina Collins seconded the motion. Motion passed.
- Alan Galsky moved that the modification for the major in Health Science be approved. (See page 15 of the May 7th regular agenda.) Nina Collins seconded the motion. Some discussion followed. Motion passed.

2. Subcommittee on Regulations and Degree Requirements

- Senate President Fan referred to a handout titled “Academic Calendar 2011-2012”. Alan Galsky moved that the calendar be approved. Claire Etaugh seconded the motion. Motion passed.

3. Executive Committee of the Graduate School

- Senate President Fan referred to the handout dated May 1, 2008 from Bob Bolla regarding “Senate Committee on Curriculum and Regulations Meeting of April 29, 2008”. He announced that the Senate has already taken action on the 500-level courses under the report from the curriculum subcommittee and moved to the 600-

level courses on pages 3 and 4. There was no request for discussion and the 600 level courses were accepted.

- Senate President Fan asked if there were any requests for discussion of the course deletions and course modifications listed on pages 4 – 8 of the handout dated May 1, 2008 from Bob Bolla regarding “Senate Committee on Curriculum and Regulations Meeting of April 29, 2008”. There was no discussion. The deletions and modifications were accepted.
- Bob Bolla moved for the approval of the Master of Science – Quantitative Finance and the BS/BA – Master of Science – Quantitative Finance listed on pages 8 – 9 of the handout dated May 1, 2008 from Bob Bolla regarding “Senate Committee on Curriculum and Regulations Meeting of April 29, 2008”. Shyam Bhandari seconded the motion. Phil Horvath, chair of the Department of Finance, was given permission to speak. Significant discussion followed regarding these programs because the supporting documentation for the programs was delivered to the senators after the regular agenda was prepared. Motion passed.

B. Committee on Contractual Arrangements.

- Senate President Fan discussed two proposed handbook changes listed on pages 16 and 17 of the May 7th regular agenda. Regarding the Tuition Exchange Program, Joe Felder pointed out that it seems strange that the proposed language removes the requirement for five years of continuous, fulltime employment given that an employee must work at Bradley for five years in order to receive full Bradley tuition remission. Regarding the Tuition Remission program, Sandy Perry and Gary Anna discussed the changes in the definition of employee. Sandy wondered if individuals currently at Bradley would be eligible under the old definition of employee. They also questioned how the proposed requirement for “performing their positions satisfactorily” would be implemented. Senate President Fan said that both proposed changes would be returned to the Committee on Contractual Arrangements for further consideration.

C. Annual Reports from Standing Committees

- Senate President Fan mentioned that annual reports from some standing committees are included in the May 7th regular agenda.

VII. Reports from Ad Hoc Committees

A. Ad Hoc Committee to Establish Procedures for Providing Feedback for Bradley’s President and Provost

- Senate President Fan mentioned that the ad hoc committee’s proposal can be found on pages 27 – 28 of the May 7th regular agenda. (For purposes of these minutes, this proposal is referred to as the “original proposal.”)
- Nina Collins made a motion to approve the original proposal. Paul Mehta seconded the motion.
- Joe Felder moved that we split the vote for the original proposal, i.e., vote separately regarding feedback for the University President and feedback for the Provost. Ahmad Fakheri seconded the motion. Some discussion followed. The motion to split the vote for the original proposal did not pass.
- Some discussion followed regarding the original proposal. Wendy Schweigert suggested that an ad hoc committee be created to provide feedback for associate

- provosts.
 - Joe Felder made a motion to delete the last sentence of the original proposal. (See the bottom of page 28 of the May 7th regular agenda.) Ahmad Fakheri seconded the motion. Some discussion followed. The motion to amend the original proposal did not pass.
 - The University Senate then voted on the original proposal. The motion to approve the original proposal passed.
- B. Ad Hoc Committee to Review the Curriculum and Regulations Processes.
- Senate President Fan referred the Senate to Appendix A in the May 7th regular agenda (pages 29 – 33). Claire Etaugh moved that the changes be approved. Alan Galsky seconded the motion. Some discussion followed. Motion passed.

VIII. Unfinished Business

There was one item from the Committee on Utilization of Human Subjects in Research (CUHSR): a proposal to redistribute Handbook content on CUHSR to Processes 2 and 3 for modifications. See page 34 of the May 7th regular agenda.

- Bob Bolla moved that the proposal be approved. Claire Etaugh seconded the motion.
- Significant discussion of the pros and cons of the proposal followed.
- Senate President Fan ended the discussion and asked that it be continued during the Special Meeting of the 2008-2009 University Senate. He ended the discussion because some Senators had left the meeting. He wanted to complete the elections of new Senate officers scheduled for the Special Meeting while a quorum was still present.

IX. New Business

There was no new business to discuss.

X. Other Business

A. Report from Student Senator

Eric Swanson reported:

- The Memorial Garden, located east of Bradley and Jobst Halls, was dedicated.
- New directors have been chosen for Student Senate Standing Committees.
- The students who attended the Gala send their thanks to President Glasser for the opportunity to attend.
- Eric will be returning as the student representative to the University Senate in 2008-2009.

XI. Adjournment

On a motion by Paul Mehta and a second by Shyam Bhandari, the meeting was adjourned 5:20 pm.

**Seventh Meeting of the 2007-2008 University Senate
Attendance May 7, 2008**

Faculty (Please Initial)

Andersh, Brad		Ferolo, Jim	JF	O'Brien, Kevin	KO
Arquette, Cecile	CA	Fuller, Bob		Petravick, Simon	SP
Banning, Steve	SB	Goitein, Bernie	BG	Podlasek, Robert	
Bhandari, Shyam	SB	Gorin, Zeev		Post, Scott	SP
Brubaker, Cindy	CB	Hall, Dawn	BH	Quigg, David	DQ
Cady, Craig		Hill, Donna	DH	Risen, Mike	
Carlson, Randy	RC	Huggins, Brian	BH	Rosson, Doug	
		Johnson, Celia	CEJ	Schmidt, Roy	RS
Cluskey, Molly	MC	Johlke, Mark	MJ	Snyder, Steve	SS
Collins, Nina	NC	Kelly, Todd	TK	Spires, Todd	XC
Craig, Martha	MC	Kuester, Deitra	DK	Tarzi, Shah	
Dannehl, Charles	CD	Krishnamoorthi, K.	KK	Walker, Bill	
Dolins, Steve	SD	Jose Lozano	JL	Williams, John	WJ
Fakheri, Ahmad	AF	Malinowski, Alek.	MA	Young, Margaret	MY
Fan, Sam	FS	McAsey, Mike	MM	Schwegert	WS
Felder, Joe	FJ	Mehta, Paul	PM	Tony Bedenikovic	TB

Ex-Officio (Please Initial)

Anna, Gary	GA		Glasser, Joanne	
Aspin, Larry	LA		Huberman, Jeffrey	
Baer, Robert	RB		Johnsen, Peter	JP
Beaty, Kathie	KB		Johnson, Richard	RJ
Bolla, Robert	RB		McAsey, Michael	MM
Etaugh, Claire	CE		Perry, Sandra	SP
Galik, Barbara			Roberson, Nickie	NR
Galsky, Alan	GA		Ruch, Chuck	CR
			Sattler, Joan	

Students (Please Initial)

Eric Swanson	ES		Jordan Ticaric	
Kolja Scepanik				

**BRADLEY UNIVERSITY SENATE 2008 – 2009
MINUTES
SPECIAL MEETING, MAY 07, 2008**

I. Call to order

Senate President Sam Fan called the meeting to order at 5:21 PM. The location was the Michel Student Center Alumni Ballroom A.

II. Announcements

There were no announcements.

III. Call for Items to be added to the Agenda

There were no items to be added to the agenda.

IV. Ratification of Members to the Committee on Elections

Senate President Fan announced four nominees for the Senate Elections Committee: Todd Kelly (chair), Kevin O'Brien, Steve Tippet, and Brad Andersh. On a motion by Bob Bolla and a second by Alan Galsky, the nominees were approved.

V. Elections of Officers

Senate President Fan asked Todd Kelly to conduct the election of officers.

Todd asked for nominees for at-large members of the executive committee.

- George Brown was nominated by Jim Ferolo.
- Bernie Goitien was nominated by Roy Schmidt.
- No other nominations were received. George and Bernie were elected as at-large members.

Todd asked for nominees for secretary of the Senate.

- Andrew Kelley was nominated by Charles Dannehl.
- No other nominations were made. Andrew was elected as secretary.

Todd asked for nominees for vice president of the Senate.

- Brian Huggins was nominated by Rich Johnson.
- No other nominations were made. Brian was elected as vice-president.

Todd asked for nominees for president of the Senate.

- Molly Cluskey was nominated by Cindy Brubaker.
- No other nominations were made. Molly was elected president.

VI. Other Business

- Senate President Cluskey resumed the discussion of the proposal to redistribute Handbook content on CUHSR to Processes 2 and 3 for modifications. See page 34 of the May 7th regular agenda. Since this discussion resumed at a meeting of a new Senate, a new motion for approval was needed. Bob Bolla made the motion for approval. Alan Galsky seconded the motion. Discussion of the proposal's pros and cons continued. Motion passed.
- Senate President Cluskey announced that Mike McAsey will serve on the Senate executive committee for the Fall 2008 semester while Sam Fan is on sabbatical leave.

VII. Adjournment

The meeting was adjourned at 5:45 pm.

**Special Meeting of the 2008-2009 University Senate
Attendance May 7, 2008**

Faculty (Please Initial)

Andersh, Brad	BA	Ferolo, Jim		Morris, Marty	
Arquette, Cecile	CA	Fuller, Bob		O'Brien, Kevin	FO
Banning, Steve	SB	Goitein, Bernie	JK	Podlasek, Robert	
Bhandari, Shyam	SB	Gorin, Zeev		Post, Scott	
Brown, George	GB	Huggins, Brian	PH	Quigg, David	SD
Brubaker, Cindy		Johlke, Mark	MG	Risen, Mike	
Cady, Craig	CC	Kelly, Todd	TC	Rosson, Doug	
Carlson, Randy		Kerr, Stephen	SK	Schmidt, Roy	RS
Cluskey, Molly		Koeltzow, Tim	TK	Spires, Todd	
Craig, Martha	MC	Krishnamoorthi, K.	KG	Tarzi, Shah	
Dannehl, Charles	CD	Kuester, Deitra	DK	Tippett, Steve	ST
Davidson, Jeanette		Malinowski, Alek	ML	Timm, Mat	MS
Dolins, Steve	SD	McGehee, Bill	MB	Walker, Bill	
Dusenbery, Peter		Mehta, Paul	PM	Williams, John	
		Hindi, Riyadh	HR	Young, Margaret	MY
				Andrew Kelley	AK

Ex-Officio (Please Initial)

Anna, Gary	GA		Glasser, Joanne	
Aspin, Larry			Huberman, Jeffrey	
Baer, Robert	RB		Johnsen, Peter	JP
Beaty, Kathie			Johnson, Richard	RJ
Bolla, Robert			McAsey, Michael	MA
Etaugh, Claire			Perry, Sandra	SP
Galik, Barbara			Roberson, Nickie	
Galsky, Alan			Ruch, Chuck	CR
			Sattler, Joan	

Students (Please Initial)

Eric Swanson	ES			

Proposed Handbook Changes

1. Proposed language change on Page 53 of 217. This proposal is a Process 1 change.

Funding for an office for faculty development and student engagement

The University will provide a budget for an office for faculty development and student engagement to support internal grants for instructional innovation, faculty development in teaching, faculty scholarship, both research and creative production, service learning, professional activities, and student engagement projects as professionals during the academic year and summer.

2. Proposed language change on Page 194 of 217. This proposal is a Process 3 change.

H. Faculty Teaching, Research, and Creativity

(Revised May 3, 2000 and September 21, 2000)

In accordance with the Mission of Bradley University, the Administration of Bradley University encourages excellence in teaching, in research and in creative production, service learning, professional activities, and student engagement in projects as professionals. These activities take various forms depending on individual disciplines.

1. An Office for Teaching Excellence and Faculty Development

a. Mission: This office will encourage and support excellence in teaching, learning, scholarship, professional activities, and service at Bradley University. Its primary goals are:

- 1) To support and encourage instructional innovations and faculty scholarship focused on enhancing teaching effectiveness and promoting faculty and student engagement in research, creative production, professional activities and service.
- 2) To enhance research, creativity, teaching effectiveness, and student engagement in projects as professionals
- 3) To support the efforts of faculty to solicit extramural funding via grants and contracts from Federal, State and International agencies and from other sponsors in cooperation with the Office of Sponsored Programs and the University Advancement Office.
- 4) To coordinate the University review and approval of proposals for funding of internal grants with budgets held in this office.
- 5) To advance appropriate instructional technology and its use in all phases of the educational process.
- 6) To undertake other programs to enhance the opportunity for faculty to attain their goals in teaching, scholarship, and professional activities.
- 7) To support and encourage faculty efforts to involve students in the learning process and in scholarship, professional activities, and service.

b. OTEFD will be overseen by a full-time director (Director) who reports to the Associate Provost for Research and Dean of the Graduate School assisted by an Assistant Director

2. The Board

An Advisory Board composed of members of Standing Committees will provide guidance to the Director, serve as review panels for internal grant programs, and advise the Associate Provost for Research and Dean of the Graduate School on issues related to the University's support for teaching, research, creative production, professional activities and student engagement within the profession.

3. Standing Committees

a. Committee to Promote Teaching and Faculty and Student Research and Creative Activity

1. Charge: To promote faculty excellence in teaching, research and creative activity and to promote, stimulate and support undergraduate and graduate student engagement at Bradley University. Student engagement is defined as the active engagement of students as emerging professionals in their field through research, creative production, professional activities, and service

2. Committee Membership: The committee will consist of:

- a. One faculty member from each college, appointed by their Dean for three-year terms from nominations solicited from a pool of engaged, volunteer faculty members.
- b. Director, Ex-Officio
- c. Additional members as deemed necessary and appropriate by this committee's membership and the committee chair

b. Bradley University Campus Conversations Series Committee

1. Charge: To stimulate discussions across the University on issues that can and should affect what Bradley is in the future.

2. Committee Membership: The Committee will consist of:

- a. Director, Ex-Officio
- b. One faculty member from each college, appointed by their Dean from a pool of engaged volunteers.
- c. Additional members as deemed necessary and appropriate by this committee's membership and the committee chair

c. A University New Faculty Mentorship Committee:

- This committee will provide advice and assistance to the Director to assist and develop the delivery of programs that support new fulltime faculty as they become acclimated to the expectations for an academic career as a member of the tenure faculty.
- This committee will consist of three faculty representatives from each college and the Graduate School selected by the College and appointed the Dean.
- The majority of the membership should be faculty with less than 5 years experience at Bradley.

4. Funding for faculty development and student engagement

a. Contingent upon available funds, this office will maintain an open call for proposals in three categories of support with oversight of panels, as indicated parenthetically. The oversight panels will be, drawn from the OTEFD Advisory Board:

- Innovative Teaching Panel (instructional innovation and faculty

development in teaching)

- Faculty Scholarship Panel (faculty research and creative activities)
- Student Engagement Panel (student engagement projects)

b. The Panels' recommendations will be forwarded to the Associate Provost for Research for final approval.

c. Guidelines for proposal submissions will be determined by the Board as posted at this office's website. The Board will also determine the guidelines to be used to review proposals and for prioritization in the case of insufficient resources to fund all proposals.