

# **Bradley University Senate**

## **Agenda**

### **Third Regular Meeting of the 2013-2014 Senate**

3:10 P.M. November 21<sup>st</sup>, 2013

Michel Student Center Marty Theater

- I. Call to Order
- II. Announcements
- III. Approval of Minutes
  - a. Second Regular Senate Meeting, October 17<sup>th</sup>, 2013 (p. 2-8)
- IV. Reports from Administrators
  - a. President Glasser
  - b. Provost Glassman
- V. Report from Standing Committees
  - a. Elections Committee
- VI. Unfinished Business
  - a. Faculty Handbook Changes motioned in October – see pages 5-7.
- VII. New Business
  - a. Ratification of Appointments to Standing Committees and Subcommittees
    - i. Affirmative Action Committee nominee.
  - b. Proposed Faculty Handbook Changes – see page 9.
- VIII. Other Business
  - a. Report from Student Senator
- IX. Adjournment

## Bradley University Senate

### Minutes

#### Second Regular Meeting of the 2013-2014 Senate

3:10 P.M. October 17th, 2013

Michel Student Center Marty Theater

- X. Call to Order
- XI. Announcements
  - a. Please sign attendance sheet.
  - b. Pres. O'Brien requests all standing committees report verbally at least once this year.
  - c. Senate Elections is hard at work:
    - i. Wednesday., Oct 16th: Nominations forms were distributed
    - ii. Thursday, Oct. 24th: Nomination forms are due
    - iii. Friday, October 25th: Ballots distributed via Qualtrix
- XII. Approval of Minutes
  - a. First Regular Senate Meeting, September 19th, 2013  
*Approved by General Consent*
- XIII. Reports from Administrators
  - a. President Glasser
    - i. Founder's Day/Homecoming Ceremonies taking place this week/weekend
    - ii. The most recent (2013) Centurions will be recognized at the Founder's Day Ceremony: **Wayne Baum '60** (CEO of CORE Construction); **William Benman '74** (IP Law Expert); **Earl Feldhorn '62** (Senior VP Wedbush Securities); **David Frederick '59** (founder of global construction firm Facilities Development Corporation); **Marta Pelaez '83** (CEO of Family Violence Prevention Services); **Chet Walker '62** (collegiate/professional basketball legend, Emmy-winning TV/film producer).
    - iii. Discussions regarding use of the Hayden-Clark Alumni Center and limited use of the Markin Center are underway. Space/Time restrictions are being examined.
    - iv. University is working on achieving a "20% giving rate" for alumni participation.
    - v. We have healthy indicators regarding 2014 class enrollment.
    - vi. We had a very large group (944 visitors) on Columbus Day Visit Day.

- vii. A group of Faculty/Staff/Administrators will conduct a Recruiting Fair in Schaumburg, IL on Sunday, October 20.
- viii. Our two highest priorities for the 2014 class enrollment are: size of class & academic quality of the class.
- ix. Bradley University conducted a mock-exercise in order to assess its Emergency Preparedness Plan.
  - 1. The exercise was 2 ½ hours and the outcomes will be examined in order to strengthen future responses.
  - 2. Preliminary information/data reveals that the university did very well in this initial exercise
- x. VP for Advancement Search: Interim VP Jake Heuser has been vetted and forwarded.
- xi. Financial Report (Sept. 13): \$276 million endowment / 12.5% annual return
- xii. United Way Kickoff is in the near future. “BU: Live United” is this year’s theme. Our goal is \$80,000.

b. Provost Glassman

- i. Strategic Plan Update:
  - 1. General Education Revision continues to move forward.
  - 2. Steering Committee has assessed/evaluated all Qualtrics/dept./college/Deans’ reports/feedback
  - 3. This information will be released in late October
  - 4. “Resources” have been discussed extensively/thoroughly and findings will be released in the near future
- ii. Faculty Mentorship & Agency Updates:
  - 1. CTEL is officially in place and conducting business
  - 2. ITEC is now located in the Kaufmann Building
  - 3. OSP/CTEL/ITEC have been tasked with creating new initiatives for faculty development
  - 4. “New Chair Workshops” will be announced/held soon
  - 5. Indirect cost sharing formula will be examined/revised and released soon. The new formula will incentivize faculty in regards to producing grants.
  - 6. The teaching Task Force is evaluating teaching technology currently in place today and how faculty are using that technology. The Task Force is looking for deficiencies they can address in the near future.

XIV. Report from Standing Committees  
*No Reports from Committees*

XV. Unfinished Business  
*No Unfinished Business*

XVI. New Business

a. Academic Ombudsman

i. Dan Smith

*1<sup>st</sup> Amit Sinha / 2<sup>nd</sup> Steve Heinemann -- Approved*

b. Proposed Faculty Handbook Changes

*Senator Goitein requested Item #7 (Chp. 4, Section F, Subsection 2, Part A, Page 162) be removed from the Bundled Handbook Changes.*

*Item #7 was removed for discussion.*

*President O'Brien clarified the proposed revision to Item #7. Senate was satisfied with the clarification. Motion was made for consideration.*

*1<sup>st</sup> Shari Britner / 2<sup>nd</sup> Mat Timm -- Approved*

*Items #1- #6 were bundled. Motion for consideration.*

*1<sup>st</sup> Elena Gabor / 2<sup>nd</sup> Olek Malkinowski – Approved*

*Item #8 Motion to consider.*

*1<sup>st</sup> Elena Gabor / 2<sup>nd</sup> Jobie Skaggs -- Approved*

XVII. Other Business

a. Report from Student Senator

*No Report*

XVIII. Adjournment: *1st Mat Timm / 2<sup>nd</sup> Brian Huggins -- Approved*

**Previously Motioned Handbook Changes needing vote:**

**1. Current/~~Amended~~ Language: Chapter 1, Section E, Article II, Subsection 17,)  
Page 10**

**ARTICLE II - UNIVERSITY SENATE**

**1. Membership**

1. The President and Vice Presidents of the University, Deans of Colleges and the Graduate School, the ~~Vice President~~ ~~Associate Provost~~ for Student Affairs, the Associate Provost for Information Technologies and Resources, the ~~Vice President~~ ~~Associate Provost~~ for Enrollment Management, and the Registrar shall be ex officio members of the [University Senate](#).

**2. Current/~~Amended~~ Language: Chapter 1, Section E, Article V, Subsection 17,  
part 2-a-3, Page 27**

- 3) A representative from Student Affairs appointed by the President in consultation with the Provost and Vice President for Academic Affairs and the ~~Vice President~~ ~~Associate Provost~~ for Student Affairs;

**3. Current/~~Amended~~ Language: Chapter 2, Section C, Subsection 3, part c, Page 75**

**c. For all Ranks:**

The faculty of each college, department, and the library, shall develop a document stating guidelines for applying the University criteria in accordance with the highest standards appropriate to each discipline and the special circumstances of the college and department. Guidelines developed by the colleges and departments must be approved by the Dean and Provost. Guidelines developed by the library must be approved by the ~~Executive Director of Library~~ ~~library director~~ and the Provost.

**4. Current/~~Amended~~ Language: Chapter 2, Section E, Subsection e, part 11, Page 91**

11) When discrimination on grounds of ~~age, color, creed, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, or veteran status~~ race, color, age, religion, sex, or national origin is alleged, the petitioner may consult with the Equal Employment Opportunity/Affirmative Action Office;

This fails to reflect the revision to Bradley's Non-Discrimination in 2002, which reads as follows:

Bradley University is committed to a policy of non-discrimination and the promotion of equal opportunities for all persons regardless of age, color, creed, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, or veteran status. The University also is committed to compliance with all applicable laws regarding non-discrimination, harassment and affirmative action.

**5. Current/~~Amended~~ Language: Chapter 2, Section E, Subsection 6, Page 96**

In a non-academic grievance, if the University faculty member is no longer employed by Bradley University or ceases employment before the case is resolved, the ~~Vice President Associate Provost~~ Vice President for Student Affairs shall offer the former faculty member the right to participate in the informal and formal grievance procedures. If the former faculty member agrees in writing to do so, the process shall move forward as it would for any other faculty member. If the former faculty member declines to do so, or removes himself or herself in writing at any point, the ~~Vice President Associate Provost~~ Vice President for Student Affairs shall prepare a written summary of events up to the time the former faculty member removes himself or herself and give copies to the student and the former faculty member. At that point, the internal University procedures shall come to a halt without having been resolved.

**6. Current/~~Amended~~ Language: Chapter 2, Section E, Subsection 6, part a, Pages 97-98.**

**Non-Academic Grievance.**

- 1) In a non-academic grievance the student shall meet with the ~~Vice President Associate Provost~~ **Vice President** for Student Affairs in an attempt to resolve the issue within fifteen days.
- 2) The ~~Vice President Associate Provost~~ **Vice President** for Student Affairs will attempt to resolve the matter within ten working days. Should the issue not be resolved, the ~~Vice President Associate Provost~~ **Vice President** for Student Affairs shall prepare a written summary of the events and discussions among the student, University faculty member, and any other individuals, and give a copy of the written summary to the student and University faculty member involved. In cases involving a conflict of interest with the ~~Vice President Associate Provost~~ **Vice President** for Student Affairs, the student shall meet with the Provost and Vice President for Academic Affairs. In cases involving a conflict of interest with the Provost, the student shall initiate the formal procedures specified below.

**7. Current/~~Amended~~ Language: Chapter 4, Section F, Subsection 2, part a, Page 162.**

**2. Definition and Purpose [Process 1 for Change]**

*“Research” means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities. (45 CFR46.102d)*

**8. Current/~~Amended~~ Language: APPENDIX, Procedures for making changes and revisions to the Faculty Handbook, Part 3-f) Page 221.**

- f) ~~Center for Teaching Excellence and Learning~~ **Center for Teaching Excellence and Learning** ~~Office of Teaching Excellence and Faculty Development~~

# Bradley University Senate

**2013-2014**

October 17, 2013

Attendance Sheet

## FACULTY

*(please initial)*

Adams, Mollie (FCBA)	MTA	Heinemann, Steve (SCCFA)	SH	Peterson, Melissa (EHS-L)	MP
Andersh, Brad (CLAS)	BA	Hertich, Alex (CLAS-L)	AH	Podlasek, Bob (CCEGT)	BP
Bashri, Maha (SCCFA)		Hill, Donna (FCBA-L)	DH	Quigg, David (CLAS)	DQ
Britner, Shari (EHS-L)	SB	Jost, Jennifer (CLAS)		Reyer, Julie (CCEGT)	JR
Bruns, Laura (SCCFA)		Kelley, Andrew (CLAS)	AK	Rowe, Robert (SCCFA)	RR
Curtis, Craig (CLAS)	RCC	Kim, Jihyun (CLAS)	SK	Sánchez, José (CCEGT)	JSM
Davidson, Jeannette (EHS)	JD	Kimberlin, Kevin (CLAS-L)	KK	Schweigert, Wendy (CLAS)	WS
Degitz, Robert (EHS)	DR			Scoduto, Leslie (CLAS)	LS
Erickson, Deborah (EHS)	DE	Krishnamoorthi, K. (CCEGT)		Shastri, Prasad (CCEGT)	PS
Etaugh, Clair (CLAS-L)(sab f12)	CE	Lohman, Mark (SCCFA)		Sinha, Amit (FCBA)	AS
Evens, Wayne (CLAS)		Lozano, Jose (CLAS)	JL	Skaggs, Jobie (EHS)	JS
Frazier, Meg (Lib)	MF	Lukowiak, Twila (EHS)	TL	Tayyari, Fred (CCEGT)	FT
Gabor, Elena (SCCFA)	EG	McGill, Monica (SCCFA)	MM	Timm, Mat (CLAS)	MT
Glassmeyer, Danielle (CLAS)	DG	Mehta, Paul (CCEGT)		Tippett, Steve (EHS)	ST
Goitein, Bernie (FCBA)	BG	Morris, Martin (CCEGT)		Toxqui, Aurea (CLAS)	AT
Grant, Jean Marie (EHS)	JM	Newton, Lee (CLAS)	LN	Wang, Yun (CLAS)	YW
Gretz, Rick (FCBA)		O'Brien, Matt (FCBA)	MOB	Wayvon, Paul (sabb. Repl. for Kerr (FCBA))	PW
Hatfield, Patty (FCBA-L)				Young, Margaret (SCCFA)	

## EX-OFFICIO

*(please initial)*

Akers, Lex	LA	Huggins, Brian	BH
Anna, Gary	GA	Malinowski, Olek	OM
Bakken, Jeffrey	JB	McAsey, Mike	MM
Beaty, Kathie	KB	Radson, Darrell	
Galik, Barbara		Robertson, Stacey	
Glassman, David	DG	Ruch, Chuck	
Pres. Glasser, Joanne	JG	Sattler, Joan	JS
Huberman, Jeffrey	JH	Thomas, Nathan	NT
		Jake Heuser	

## STUDENTS

*(please initial)*

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Proposed handbook Change:

**1. Current/Amended Language: Chapter 2, Section 5, Article 3, Subsection e, Page 80.**

***e. Professor***

*The fulfillment of the above standards qualifies one for promotion to Professor, not merely the completion of a minimum period. However, a faculty member must complete a minimum of five full years as Associate Professor before being eligible for consideration for Professor, **except for rare and extraordinary circumstances**. In the fall of the subsequent year, the faculty member can be nominated for Professor under the recommendation procedures specified in General Procedure for Faculty Recommendations above. A Professor shall have an earned doctorate or other terminal degree appropriate to the faculty member's teaching field.*