

Bradley University Senate
Agenda
Third Regular Meeting of the 2016-2017 Senate
3:10 p.m. - 5:00 p.m. November 17, 2016
Michel Student Center – Ballroom A

I. Call to Order

II. Announcements

III. Approval of Minutes

- A. First Regular Meeting of the 2016-2017 Senate, September 15, 2016
- B. The Second Regular Meeting of the 2016-2017 Senate was cancelled.

IV. Reports from Administrators

- A. President Roberts
- B. Senior Vice President of Academic Affairs and Provost Zakahi
- C. Senior Vice President of Financial Affairs Anna

V. Report form Student President Jenna Dellaria

VI. Reports from Standing Committees

A. Curriculum and Regulations

1. Concentration Additions

149693 CHM Chemistry Pre-Pharmacy
150228 CHM Chemistry American Chemical Socie
150232 CHM Chemistry Business
150234 CHM Chemistry High School Teacher
150227 CHM Chemistry Pre-Medical

2. Course Additions

152944 HIS HIS 210 History of European Film
148707 ENC ENC 305 Service Learning: Outreach & Engagement
152658 WLC WLF 308 Advanced Conversation
152743 WLC WLT 140 Global Literatures in Translation
151013 FCS FCS 308 Nutrition Counseling
153108 ENG ENG 140 Global Literatures

3. Major Modifications

151004 FCS FCS Didactic Program in Dietetics

4. Program Modifications

149599 CHM Chemistry
151066 FCS Family and Consumer Sciences Core

5. Course Modifications

152665 WLC WLF 430 Introduction to Translation
152746 WLC WLF 316 Topics in French Language and Literature
152747 WLC WLF 202 Intermediate French 2
152749 WLC WLG 202 Intermediate German 2
152751 WLC WLF 321 French Culture and Civilization
152752 WLC WLF 322 Contemporary France
152753 WLC WLF 334 Commercial French
152754 WLC WLF 340 French Literature I
152755 WLC WLF 341 French Literature II
152756 WLC WLF 351 Cinema Francais
152758 WLC WLF 370 Francophone Identities
152750 WLC WLF 320 French Phonetics
152763 WLC WLS 430 Introduction to Translation
151541 WLC WLC 202 Intermediate Chinese II
152633 WLC WLS 315 Introduction to Hispanic Literature
152760 WLC WLF 490 Advanced Topics in French and Francophone
Literature and Culture
151005 FCS FCS 307 Life Cycle Nutrition
151006 FCS FCS 303 Nutrition
151007 FCS FCS 410 Advanced Nutrition
151008 FCS FCS 407 Nutrition Assessment
151009 FCS FCS 411 Medical Nutrition Therapy I
151011 FCS FCS 304 Sports and Exercise Nutrition
148602 FCS FCS 372 Hospitality Law
151010 FCS FCS 461 Practicum in Dietetics

6. Major Deletions

150233 CHM Chemistry High School Teacher Education

7. Course Deletions

152677 WLC WLF 304 Conversation
151012 FCS FCS 306 Community Nutrition

B. Graduate Executive Committee

1. Course Modification

147880 ECO ECO 605 Health Care Economics & Finance

VII. Unfinished Business

VIII. New Business

IX. Adjournment

Bradley University Senate
Minutes
First Regular Meeting of the 2016-2017 Senate
3:10 p.m. - 5:00 p.m. September 15, 2016
Michel Student Center – Ballroom A

I. Call to Order

II. Announcements

- A. Welcome back. Non-senators may address the Senate if a motion is approved to allow it. Senate meetings are being recorded for the benefit of the secretary. Recordings are not archived and are destroyed after the minutes are approved.
- B. Board of Trustees has been scheduling conference calls midway between the quarterly Board meetings. The Senate president was invited to participate on an ongoing basis. The Senate president was invited to participate in the full quarterly Board meeting and all the Board subcommittee sessions, with the exception of the Executive Session, which is an expansion of past practice. The Board president is considering the Senate president's suggestion that a Bradley alumnus with significant faculty experience at another institution be recruited for the Bradley Board of Trustees.
- C. The Senate president has been meeting regularly with the President and his Cabinet members, as well as the Provost, and regular meetings will continue throughout the year.
- D. Senate Executive Committee plans to charge all standing committees with the task of reviewing the Handbook language regarding its function. Admission and Retention began their review last spring. Contractual Arrangements has received its charge and Faculty Grievance and Tenure, Promotion, and Dismissal will begin their review this semester.
- E. The Fall 2016 freshmen class has about 1100 students. Some concerns have been raised about the academic preparedness of this class. The Provost is aware of this concern.
- F. The Senate Executive Committee plans to sponsor Faculty/Campus Community Forums in the week between the Senate Exec meeting and the Senate meeting for discussion of issues upcoming on the Senate agenda. The first forum should occur in October.
- G. Administrators will continue taking questions after their reports to the Senate.

III. Approval of Minutes

A. Senators Jean Marie Grant moved to approve the minutes of Eighth Regular Meeting of the 2015-2016 University Senate, May 4, 2016 and Amit Sinha seconded. Minutes were approved.

B. Senators Jean Marie Grant moved to approve the minutes of the Special Meeting of the 2016-2017 University Senate, May 4, 2016 and K. Krishnamoorthi seconded. Minutes were approved.

IV. Reports from Administrators

A. President Roberts

- a. Bradley has current challenges but is well positioned to succeed with a strong brand, great people and positive momentum.
- b. Because of two small classes, we are still looking at \$2 million + deficits for the next two years, so we need to remain frugal in allocation of resources but we will not be cutting back. No layoffs, program eliminations, or compensation reductions because of financial constraints. Strong freshmen class allows us to absorb the losses for a couple of years and grow our way out of the red ink.
- c. Long-term financial assumptions include 1080 freshmen classes, 87% freshman to sophomore retention rate [an increase of 1% over recent performance], 2.5% annual tuition increase, 3% annual room and board increase, 2% annual increase in the raise pool [1.75% for regular allocation and .25% for promotions, etc.], and will try to identify new money each year to add to the recurring operating budget for compensation adjustments. It is a high priority to bring faculty compensation up to the College and University Professional Association [CUPA] average within five years, depending on financial performance.
- d. Need to regularize freshmen recruitment of at least 1080 students, so will be asking faculty to commit to help with recruiting efforts and assist the Admissions Office when asked.
- e. Need to reach appropriate academic program balance, so that we don't have too many students in one program [nursing and mechanical engineering as examples] and not enough in other colleges or majors.
- f. Current outlook for next year's freshmen class is positive with increases in applications, admits, and deposits from last year.
- g. Need to increase Bradley's freshman to sophomore retention rate from current 86%. Our peer institutions have a retention rate 4-5% higher. Every 1% increase would result in net revenues of at least \$1.6 million annually over the 3-year cycle of students' enrollment. Fall faculty and staff urged to cooperate in this effort.
- h. The incoming freshmen class is academically well qualified. Average and median GPA and ACT scores are almost identical to last year's class. Some may need advisement about appropriate introductory courses to take in areas like math and some may need focused tutoring which will help with our retention effort.
- i. The Convergence Center is a priority project for this year involving raising money, building relationships for future funding, and solving logistical issues for the construction phase, which is expected to begin in May 2017. The entire university will assist in the temporary relocation of faculty offices, meeting rooms, and classroom space during the construction period.
- j. Bradley University is exploring the possibility of working with NASA to run a competition in conjunction with Caterpillar. The competition would involve developing the best approaches to the manufacture of construction components that could be used on an expedition to Mars. Although there is no direct financial benefit to Bradley, there will be positive impacts on faculty, staff, and students as well as prestige in working with NASA.

- k. Some dormitories are experiencing internet access problems which are related to location of hotspots rather than bandwidth.
- l. Three new trustees have joined Bradley's board. They are Gary Peplow [alumni association appointment], George Reubenson [retired COO of Allstate Insurance], and Jon Michael [CEO of RLI]. There may be two or three others soon.
- m. Tomorrow is Founder's Day with convocation at 10 a.m., luncheon at 12:15 p.m. in the Renaissance Coliseum where Lydia Moss Bradley's new portrait will be unveiled, and the Hardin Circle of Pride dedication immediately following the luncheon.

B. Senior Vice President of Academic Affairs and Provost Zakahi

- a. Molly Cluskey has been appointed Interim Associate Provost on a half-time basis and will continue as Associate Dean in CEHS. She will be leading the efforts on student retention.
- b. The search for the Associate Provost for IRT position will be relaunched and retitled as Chief Information Officer. A new announcement will go out shortly with reviewing of candidates in about a month.
- c. Jana Hunziker will be on sabbatical in spring of 2017. In the process of finding a replacement for spring.
- d. Biggest issue for Provost's office will be working on a new strategic plan for Bradley University. Provost has had initial meeting with Strategic Planning Committee. Need to develop a process that is inclusive and transparent.
- e. Immediate concerns are student retention and success. President appointed a task force last spring to begin looking at this issue: Ruth Vedvik, Nathan Thomas, Justin Ball, and others. Looking at software that would allow us to identify at-risk students throughout the semester. Based on the math score issue in the current freshmen class, Provost started a task force led by Molly Cluskey to address this issue specifically, including dedicating resources for hiring tutors for the Center for Learning Assistance and a possible adjunct instructor in math for tutoring. Task force includes associate deans and some faculty to get immediate student performance improvement in math and STEM disciplines.
- f. Demolition of Baker Hall, construction of Convergence Center. Linda Pizutti will spearhead the effort to relocate faculty and classrooms during the transition. Some classes may need to be moved online, but no plans to insist on any certain courses for professors to move to online delivery.
- g. CTEL is being asked to develop curriculum for department chair training. Hope to have something in place for fall 2017.
- h. Faculty staffing needs to be systematized. Need a strategic approach. Strategic Planning Committee will be asked to develop qualitative and quantitative measures for faculty positions. Goal is to go through a faculty staffing process every spring with the same process for open positions and retirements. Quantitative data is important criteria but certain departments and programs must be retained as part of an academic institution, for example, philosophy.
- i. Diversity. Bradley will serve its students better if it is more diverse, including

the student body, faculty, and staff.

- j. Questions from the floor for the Provost: Wayne Bosma asked whether there could be non-academic reasons for lower retention rates for freshmen to sophomores. Answer: yes, we have to work hand-in-hand to affect student retention rate. Research suggests it's a combination of academic, economic, and social factors. Darcy Leach stated that departments that have done best in recruitment have spaces for students to gather. Wonders how that will be affected by the convergence project. Answer: We will need to be offering classes at night and at 8 a.m. Tom Carty asked about whether there is any analysis on pre-enrollment advisement. We see students with low math scores that want to be engineers. Answer: Students can choose whether to enroll in developmental math course or not. There is about an 80% success rate for those students who do, but in the 50% rate for those that don't. We might need to enforce some parameters around the math placement results.

C. Senior Vice President of Financial Affairs Anna

- a. Health insurance: Bradley has replaced the Coventry Option housed at UPMethodist with Blue Cross Blue Shield. BCBS offers better provider options locally, state-wide, and internationally. There should be no disruption in employees' ability to go to Methodist Medical Center or to their current physicians. Premiums for health care coverage were also frozen.
- b. There will be changes in the university's contribution match for participants in the 403(b) tax deferred plan due to costs and other factors. All full-time employees will receive a brief summary of the changes and options they might want to consider, with follow-up later this semester and in the first part of 2017. The changes and related employee selection options will not be effective until October of 2017.
- c. Better enrollment numbers for the freshman class, although we are an outlier of success, improved our financial projections for the near future which may allow Bradley to address some high priority needs such as faculty salaries and the Convergence Center. Bradley had a modest operating deficit last year. This coming year is the expected trough. We have positive cash flow from operations including dining and auxiliary services, which we believe will continue if enrollments are maintained.
- d. Heart of Illinois United Way campaign has begun and will be completed in November. Jeff Bakken and Dennis Koch are co-chairs of this year's drive.

V. Report from Student President Jenna Dellaria

The student stand-in for the Student Body president had to leave for class before her report could be given personally. Senate President Mat Timm read her remarks to the Senate. The Student Senate is still completing projects from last year including installing an ipad in the Student Center for student complaints. Upcoming events: Culture on the Quad, September 20, 2016, and a safety walk around campus. The first general assembly will be held on Monday and a multitude of events are planned for the year.

VI. Reports from Standing Committees

No reports from Standing Committees.

VII. Unfinished Business

No unfinished business.

VIII. New Business

A. Ratification of Appointments to Standing Committees

1. Requiring Approval of the Senate

a. Elections: Motion to approve by Dan Smith. No second needed because recommended by Senate Executive Committee. Motion passed.

Andy Kelly, Jean Marie Grant, Teresa Drake, Heather Brammeier

b. Subcommittee on Core Curriculum: Motion to approve by Matt O'Brien, seconded by Lee Newton. Motion passed.

Juan Rios Vega (EHS), Vince Showers, (FCB),

Megan Jaskowiak (Provostial Appointment)

c. Subcommittee on Core Practices: Motion to approve by Joshua Lewer, seconded by Lee Newton. Motion passed.

Prasad Shastry (CEGT) (Sabbatical Replacement)

B. Committee appointments requiring "recommendation" by Senate Exec. Based on past practice, Senate President is electing to present these for information purposes only.

1. University Resources

Tim Conley (retirement replacement), Iqbal Shareef (reappointed)

2. Admissions and Retention

David Vroman (SCCF), Janet Jackson (CEHS)

C. Informational only - other additions to committees

1. Admissions and Retention

Justin Ball & Mike Gavic (Enrollment Management),

Ken Harding (Student Affairs), Kristen Howard (Student Senate)

2. Affirmative Action

Paul Kasambira (Provost)

3. Curriculum and Regulations

Demaris Montgomery (CLAS),

Olga Krapivner & Connor Kelly (Student Senate), Reshma vali Shaik (Graduate School)

4. Faculty Grievance

Seth Katz & Jean Muzzillo (Elected by Faculty),

Molly Adams (Senate Exec) (Sabbatical Leave replacement)

5. Honorary Degrees

Jeff Huberman, Jeff Bakken

6. Retirement Advisory

Tanya Marcum (Senate Exec)

7. Sabbatical Leave

Twila Lukowiak (CEHS), Yufeng Lu (CCET),

Michael Lang (CLAS)

8. Strategic Planning

Andrew Stubar (CEHS), Jason Garret (FCB), Alex Hertich (CLAS),

Jeana Dellaria & Dave Jenson (Student Senate),

Vijaya A. Jessie Elepe (Graduate School),

Matt O'Brien (President),

Mike McAsey (President) (Sabbatical Leave replacement)

9. Student Grievance

Young Park (LAS), Twila Lukowiak (EHS),

Shannon Schooly (Student Senate),

Nigina Sultanova (Graduate School)

10. Tenure, Promotion, and Dismissal

Chuck Bukowski & Elena Gabor (Elected by the Faculty)

Abdalla Elbella will be a regular member and Deitra Kuester will be an alternate.

11. Subcommittee on Curriculum

Jean Marie Grant (CEHS), Aleksander Malinowski (Engineering)

D. Other New Business

IX. Adjournment

Bradley University Senate

November 17, 2016-2017

October 20, 2016 – Second Regular Meeting

Faculty *(please initial)*

Blair, Eden	FCB	EB	Herman, Tony	CLAS	TH	Podlasek, Bob	CCET	
Bosma, Wayne	CLAS	MB	Johnson, Celia	CEHS		Portocarrero, Melvy	CLAS	MRS
Brammeier, Heather	SCCFA		Kelley, Andrew	CLAS		Reyer, Julie	CCET	
Bruns, Laura	SCCFA		Khodair, Yasser	CCET	YK	Robin, Jennifer	FCB	
Bukowski, Jeanie	CLAS		Krishnamoorthi, K.	CCET	WV	Schwend, Kelly	CEHS	
Carty, Tom	CLAS		Leach, Darcy	CLAS	ML	Shastry, Prasad	CCET	
Courtad, James	CLAS	JCC	Lewer, Joshua	FCB		Sinha, Amit	FCB	
Dickhaus, Joshua	SCCFA	JD	Lin, Tachun	CLAS	EL	Smith, Dan	SCCFA	DJF
Drake, Teresa	CEHS	TD	Lohman, Mark	SCCFA		Stover, Naomi	CLAS	
Erickson, Deb	CEHS		Lozano, Jose	CLAS	SL	Timm, Mathew	CLAS	MSD
Fakheri, Ahmad	CCET	AF	Lukowiak, Twila	CEHS		Wayvon, Paul	FCB	
Flanningan, Peggy	CEHS	PF	McQuade, Kristi	CLAS	KM	Weaver, Priscella	CEHS	AW
Frazier, Meg	Lib	MF	Miah, Suruz	CCET		Williams, Chris	CLAS	CR
Gobeyn, Mark	CLAS		Newton, Lee	CLAS	LN	Xie, Quan	SCCFA	QX
Goitein, Bernie	FCB	GB	O'Brien, Matt	FCB	MOB	Yoo, John Jung-Woon	CCET	
Grant, Jean Marie	CEHS	GM	Palakeel, Thomas	CLAS	TP			
Ham, Ethan	SCCFA	EH	Perry, Sandra	FCB	DJP			
Hawkins, Robert	CLAS							
Heinemann, Steve	SCCFA	SH						

Ex-officio *(please initial)*

Students *(please initial)*

Akers	Lex	MA	Malinowski	Olek	M	Student Body President	Jenna Dellaria	
Anna	Gary	GA	McAsey	Mike	MM	Graduate		
Bakken	Jeffrey		Radson	Darrell	JR	Undergraduate		
Bury	Sandra	SAB	Roberts	Gary	GR	Undergraduate		
Galik	Barbara		Sattler	Joan	JG			

Heuser	Jake	AM	Skaggs	Jobie	AS		
Huberman	Jeffery	AM	Thomas	Nathan	NT		
Jones	Chris	AM	Zakahi	Walter	WZ		
Kindler	Andy	AM					

