

**INTERIM ACADEMIC SENATE (IAS)  
Minutes of the October 13, 2009 Meeting**

**Welcome**

Shelley Broderick, Dean of the David A. Clarke School of Law and Chair of the Interim Academic Senate opened the meeting by noting that a quorum had been reached. She then requested all senators and observers to introduce themselves.

The following Senators were **PRESENT**:

Abellera, Ben C. (Philosophy)	Mahmoud, Wagdy (Engineering)
Baxter, Grae (Provost)	Musgrove, G. Derek (History)
Barnett, David (Computer Science)	Petti, Matthew (English)
Broderick, Shelley (Law)	Petty, Rachel (CAS)
Cousin, Carolyn (Bio-Sciences)	Rode, Meredith (Mass Media & Perf Arts)
Ezeani, Eboh C. (AFE)	Smith, George (Business)
Hanff, William (Mass Media & Perf Arts)	Seyoum, Hailemichael (Chem/Phys)
Harrison, Elgloria (NAH)	Alvarez, Maria, Student
King-Berry, Arlene (Education)	Thompson, Lucius, Student

**Excused absence:**

Pearson Clark  
Farmer, Shurron (Math)  
Harris, Margaret  
Inmon, Katie (LRD)  
Jackson, Terri (OGC)

**Observers:**

*Green-Ridley, Gloria*                      *Madsen, Holly*

**Minutes**

S. Broderick explained that T. Jackson is not well and did not have the opportunity to complete the minutes from the September 8, 2009 meeting. They will be forwarded for IAS review as soon as possible and approval will be sought at the November meeting.

**Welcome**

S. Broderick welcomed each senator's return and asked each to introduce him or herself and indicate what department he or she represents. The IAS welcomed two new students: Maria Alvarez and Lucius Thompson.

## **Order of Business**

Chair Broderick called the body to order and sought clarification with regard to whether the Master of Science in Electrical Engineering Degree had gone through all the channels for approval. Matthew Petti agreed that it had been approved by the Academic Standards, Program and Policies committee as well as by the IAS. Chair Broderick presented the signed transmittal to Provost.

- **Academic Standards, Programs and Policies Committee Report**

M. Petti indicated that the committee met but did not have any agenda items to discuss. He heard that there are new program proposals being discussed in the various departments, but to date those proposals have not reached the committee.

M. Petti reminded the IAS that the policy and procedure for on-line teaching will be reviewed by the new committee within the Center for Academic Technology in the Learning Resource Division. This group is currently responsible for the on-line technology throughout the university and may look at revising aspects of this policy and procedure. M. Petti asked who will be the repository for approved programs. S. Broderick responded that the Secretary will be the person responsible for maintaining IAS approved documents. M. Petti asked whether the Community College (CCDC) will be part of the IAS.

Provost Baxter responded that the CCDC will maintain a separate governing structure under the University system, but that it may be wise to have someone represent the Community College in the IAS. This is of particular importance with regard to the articulation agreement from the CCDC to assure students who have completed their two-year degree at CCDC are able to transfer to the University. Provost Baxter recommended that the CCDC's Academic Dean would best be able to represent the CCDC and she will make the request to the CCDC administration.

Chair Broderick requested that agenda item VIII be addressed so that the IAS would benefit from Provost Baxter's input before she had to leave for a meeting with the president. The members of the IAS acquiesced in the request.

## **Discussion of Course Schedules, Class Schedules and Other General Topics**

Derek Musgrove asked about the University's position on faculty workload with respect to how many classes each faculty member must teach when engaged in research or writing.

Provost Baxter reminded D. Musgrove that she is unable to have any detailed discussion regarding Union issues. She also noted that during the period of transition, many faculty will not be engaged in or interested in undertaking sponsored research. She added that the University values teaching faculty. She also made the point that faculty must accommodate student schedules. For example, more classes should meet on Friday/Saturday, and during hours throughout the day and evening. Currently, classroom hours

accommodate faculty schedules but not student schedules. Current faculty who are in engaged sponsored research will likely continue to be so.

Provost Baxter indicated that a new *draft* faculty manual is being developed and will address these issues. When the draft manual becomes available faculty will be asked for their input.

Chair Broderick indicated that this issue will not be ripe for discussion until the Faculty Handbook is circulated and members of the IAS are prepared to discuss its provisions. Another meeting or several meetings may be needed to flesh out how things like workload are to be determined. The senators were reminded that much of what we discuss might resonate in the negotiations between Administration and the Faculty Union.

Provost Baxter explained that the Strategic Academic Program Plan is near completion and while the University is in transition, there will be a few things to consider:

- The Committee on General Education has made progress and it likely that the Chair, Dr. Massey will be presenting the Committee's findings in the near term. Having said this, it is likely that a significant change in what students will be required to take will come out the work of this team.
- There will be a need for representation from the CCDC as the University develops pathways that promote seamless transition from one institution to another.
- **By-Law and Charter Committee Report –**  
D. Musgrove invited the senators to review the Senate Charter and Bylaws. He reminded the senators that they had approved many changes to the charter at the September meeting. Two unsolved issues were whether the Secretary is elected or appointed to the position and the timing of the elections. Currently Terri Jackson is IAS secretary. She was appointed by the President and elected Secretary by the IAS members. Ms. Jackson is in the Office of the General Counsel. She provides administrative work to the University. D. Musgrove pointed out that the current language provides latitude for either election or appointment of the secretary. **He moved to approve the existing language in the charter regarding the selection of the secretary. M. Rode seconded. The motion passed with a unanimous vote.**

D. Musgrove reported that it was difficult to decide the best time to elect new senators and the leadership of the IAS. D. Musgrove and W. Hanff announced the following choices:

- Choice #1: Elections to the Academic Senate shall be held yearly in the month of April. Duly elected representatives shall take their seats in May. The duly elected Senators would elect the leadership in September of the following year.

- Choice #2: Elections to the Academic Senate shall be held yearly in September. Duly elected representatives shall take their seats in October. The duly elected Senators will elect the leadership in April.

Dr. Seyoum suggested Choice #3:

- Elections to the Academic Senate shall be held yearly in November and Senators shall take their seats in December. The duly elected Senators would elect the leadership in April.

**A motion to approve Choice #1 was approved by the IAS: Elections to the Academic Senate shall be held yearly in the month of April. Duly elected representatives shall take their seats in May. The duly elected Senators would elect the leadership in September of the following year.**

#### **Admission and Retention Committee Report**

No Report.

#### **New Business:**

A. King Berry announced that the Department of Education has completed the accreditation process in Education and has retained accreditation for the Masters in Special Education and Bachelors in Early Childhood Education.

**E. Harrison to adjourn. The motion was seconded by C. Cousin at 4:00 pm and approved unanimously.**