CHFA Faculty Senate  
October 4, 2010  
Minutes 321

Present: Juan Carlos Castillo, Francis Degnin, Richard Glockner, Tammy Gregersen, Lauren Nelson, Paul Siddens, Robert Washut, Dean Joel Haack

Absent: Timothy Dooley

1. Announcements

Chair Castillo welcomed members of the senate.

At our September 20th, 2010 meeting senators requested copies of CHFA and CNS bylaws. The CHFA bylaws were distributed by email and the CNS bylaws are available at the following link:

http://www.cns.uni.edu/CNSbylaws.htm

2. Approved Minutes #316 from the February 1, 2010 meeting, #317 from the February 15, 2010 meeting, and #318 from the March 1, 2010 meeting as presented. Approved Minutes #319 from the April 19, 2010 meeting as corrected.

Minutes #320 from the September 20, 2010 meeting were distributed. Approval was deferred until the next senate meeting.

3. Administrative Update

Dean Haack reported what the word of the Academic Affairs Division. Discussions have focused on:

• Cost shifting or charges to academic units from other divisions within the university (e.g., painting offices, snow removal for weekend events). One solution would be responsibility based budgeting which is being used at ISU. Currently UNI academic units are charged as if UNI was using responsibility based budgeting, but without appropriate allocations in the units’ budgets.

• University strategic plan and the next steps in the strategic planning process – e.g., developing college and department strategic plans.

• November visit by the Higher Learning Commission

• Criteria being developed by Continuing and Distance Education for online programs, blended programs, and off site programs. The plan is to develop approximately one such program per college each year.

• State Department of Education reaccreditation of teacher education program.

4. New Business

• Senate Chair Castillo presented the CHFA Senate Goals for the year:
Fall 2010:

1. Develop new set of CHFA-CNS bylaws.

Chair Castillo talked to chair of CNS senate, Suzanne Riehl, and both agreed that we should accomplish this task during the fall. Dean Haack commented that the CNS senate has had preliminary discussions of changes to the bylaws. The senate discussed a question about the possibility of having two separate senates that meet separately and only occasionally meet as one body.


At the September 20th meeting the senate discussed the possibility of obtaining feedback from each department on the size of their curriculum packages. Senator Degnin asked when the Senate would like this feedback? Discussion followed on the need for feedback given the December 15th deadline. November 15 was the agreed upon date.

Chair Castillo noted that some senators were present at the meeting on September 30th about the curriculum process. A point emphasized at the meeting was to be very careful about consultations. This includes consultations with the library, especially for new courses or courses with substantial changes, consultation with teacher education for changes that impact teacher education programs, and consultation with college deans regarding budget impact. Senator Degnin inquired about programs that exceed recommended credit hour limits.

Departments will receive lists of seldom offered courses soon, but departments should not assume courses automatically will be dropped and should fill out forms dropping those courses.

The new course numbering system will be in place for courses that are changed or are new. Old courses will go by their old numbers. Information on numbering is located in the online curriculum page and links to catalog provide both numbers. The new numbers have 4 letters + 4 digits. The senate addressed a question about how long this hybrid numbering system will be used.

3. Regularly communicate with CHFA reps to Faculty Senate

Betty DeBerg, Jeffrey Funderburk, Jerome Soneson, and Laura Terlip, are our current Faculty Senate representatives. The plan is to invite each person not more than once per semester.

4. Regularly communicate with CHFA reps to College Merger Transition Steering team

Lauren Nelson is on both CHFA senate and the transition team and can serve as liaison.

Spring 2011:

1. Finalize and approve CHFA-CNS bylaws.

2. Establish schedule, discuss and approve CHFA curriculum packets.

   Preliminary scheduling will take place on November 15.

3. Organize and finalize CHFA Faculty Excellence Award (April deadline)
Try to meet the original April deadline so a winner can be selected before the end of the academic year.

4. CHFA Representatives Elections (April)

5. Dean's remnants from the Transition Task Force:
   - Develop a new college's Strategic Plan - this may be a delayed priority because of the Merger
   - Determine the new college’s representation to Faculty Senate and University Committees

   One representative for college is a challenge when colleges are merged. Senator Gregersen commented that we need information about what committees have one representative per college because those are most critical.

   - Definition of standard faculty load

Senator Degnin noted that this issue also will be negotiated by United Faculty. Dean Haack identified some of the implications. One implication would be paying faculty for overloads. You need to define a standard load to determine compensation for an overload. Departments within CNS have different expectations for load (e.g., a 2 credit lab may meet for 5-6 hours). Senators identified similar situations in the Department of Theater, School of Music, and Department of Communication Sciences and Disorders.

The hiring of adjuncts is a related issue. If adjuncts need to be dropped, some will pick up their load. Some faculty would end up with 4 classes per semester, for example. Other faculty load issues are credit for graduate level teaching (e.g., teaching 200 level courses), and advising theses and dissertation. Some faculty need to do a very large number of independent studies (e.g., students studying abroad, students needing special mentoring).

Compensation would be an issue for negotiation, but departments should have input into what comprises a standard teaching load. Senator Degnin noted that we need to deal with issues one at a time - focusing first on those that can be solved currently.

   - Definition of College PAC

The senate will need to decide on composition of the college PAC. A committee with a member from each department will be too large. The model used for curriculum packages could be used for PAC (i.e., a subcommittee carefully evaluates a package and presents it to the whole). Would there be a benefit in keeping separate PACs for CNS and CHFA departments? Dean Haack commented that understanding across departments, even within colleges historically has been challenging. Senator Gregersen commented the the merger of departments, as with English and Modern Languages, creates similar challenges. Individuals hired before the merger would be evaluated by the faculty they joined and only those hired after the merger would be evaluated by the entire PAC of the merged department. One comment was that the contract might dictate the composition of a College PAC, but our representatives to United Faculty could raise this as an issue.

Dean Haack commented that the College PAC has an important role if the Department Head and Department PAC split in their recommendations.

• New Business from the floor
Motion to adjourn (RG, FD).