

**Bradley University Senate
Agenda
Seventh Regular Meeting of the 2012-2013 Senate**

3:10 P.M. April 18th, 2013
Michel Student Center Martyr Theater

- I. Call to Order
- II. Announcements
- III. Approval of Minutes
 - a. Sixth Regular University Senate Meeting, March 28th, 2013 (p. 13-17)
- IV. Reports from Administrators
 - a. President Glasser
 - b. Provost Glassman
- V. Report from Standing Committees
 - a. Committee on Curriculum and Regulations
 - i. Major Modification
 - 81920 ETE Early Childhood - Elementary Education
 - 81919 ETE Early Childhood Education
 - 81923 ETE Elementary Education
 - 81922 ETE Learning Behavior Specialist - Elementary Education
 - 81921 ETE Learning Behavior Specialist I
 - ii. Minor Modification
 - 77450 EHS Health Minor
 - iii. Concentration Modification
 - 81877 IME Logistics & Supply Chain Engineering Concentration
 - 81878 IME Systems Engineering
 - iv. Course Addition
 - 63288 C E CON 430 Commercial Construction
 - 81872 IME IME 385 Introduction to Logistics and Supply Chain

v. Course Modifications

82321 ART ART 225 Basic Black and White Photography
82322 ART ART 228 Basic Digital Photographic Imaging
82323 ART ART 326 Manipulated Image
82324 ART ART 327 Studio Lighting and Illustration Photography
82325 ART ART 426 Photographic Portfolio
82327 ART ART 427 Advanced Photographic Digital Imaging
82208 ETE ETE 211 Human Development from Birth to Young
Adulthood and Effective Teaching Field Experience
82209 ETE ETE 215 Strategies for Effective Teaching
82210 ETE ETE 217 Planning and Instruction in Secondary Classrooms
82211 ETE ETE 227 Development of the Early Adolescent
82212 ETE ETE 228 Strategies for Middle School
82214 ETE ETE 230 Adapting Curriculum to Support Inclusive
Environments
82213 ETE ETE 234 Language Development
82215 ETE ETE 235 Methods of Teaching English Language Learners
82218 ETE ETE 304 Early Childhood Novice Teaching Experience
82219 ETE ETE 306 Novice Teaching Experience K-8
82216 ETE ETE 331 Assistive Technology for Individuals With Special
Needs
82217 ETE ETE 345 Guiding Learners: Creating Safe Learning
Environments
82220 ETE ETE 380 Novice Teaching Experience in a K-12 School
82221 ETE ETE 381 Novice Teaching Experience in Music K-8
82222 ETE ETE 392 Novice Teaching Experience for LBSI
84224 FCS FCS 140 Introduction to Family and Consumer Sciences
80665 IME IME 445 Computer Aided Manufacturing
81904 LAS M S 201 American Leadership: Tradition & Change
81903 LAS M S 202 Land Navigation & Applied Leadership
81905 LAS M S 301 Advanced Leadership & Tactics I
81906 LAS M S 302 Advanced Leadership & Tactics II
81908 LAS M S 401 Advanced Applied Leadership I
81909 LAS M S 402 Advanced Applied Leadership II
74997 M E ME 308 Thermodynamics of Fluid Flow

vi. Course Deletion

79467 ENG ENG 303 Autobiography

b. Graduate Executive Committee

i. Certificate Modification

81896 EHC clinical mental health

- VI. Unfinished Business
- VII. New Business
 - a. Proposed Faculty Handbook Changes – see pages 4-12.
- VIII. Other Business
 - a. Report from Student Senator
- IX. Adjournment

Recommended Changes to the Faculty Handbook

1. Current Language: Chapter 1, Section E, Article V, Subsection 3.4, Page 16

b. The Subcommittee on Curriculum shall consist of the follow1) Ex officio members:

a) The Registrar

b) Publications Director

c) Library Director

Amended language: Chapter 1, Section E, Article V, Subsection 3.4, Page 16

b. The Subcommittee on Curriculum shall consist of the follow1) Ex officio members:

a) The Registrar

b) Publications Director

c) **Executive Director** of Library ~~Director~~

2. Current Language: Chapter 1, Section E, Article V, Subsection 3.6, Page 18

3) Three full-time faculty members of the University appointed to staggered three-year terms by the Provost and Vice President for Academic. Each appointment shall be submitted to the full membership of the University Senate for confirmation.

Amended language: Chapter 1, Section E, Article V, Subsection 3.6, Page 18

3) Three full-time faculty members of the University appointed to staggered three-year terms by the Provost and Vice President for Academic **Affairs**. Each appointment shall be submitted to the full membership of the University Senate for confirmation.

3. Current Language: Chapter 1, Section E, Article V, Subsection 10.2, Page 23

2. The Committee on Admissions and Retention shall consist of:
 - a. Two representatives from the Enrollment Management Office to be recommended by the Associate Provost for Enrollment Management, and two representatives from the Office of Educational Development to be recommended by the Associate Provost for Student Affairs;
 - b. One full-time faculty member from each of the undergraduate Colleges, nominated by the Dean of the College for recommendation by the Executive Committee;
 - c. One student selected by the Student Senate;
 - d. One person recommended by the Associate Provost for Student Affairs;
 - e. The Director of Orientation, Testing, and Advisement, who shall serve ex officio.

Amended language: Chapter 1, Section E, Article V, Subsection 10.2, Page 23

2. The Committee on Admissions and Retention shall consist of:
 - a. Two representatives from the Enrollment Management Office to be recommended by the **Vice President** ~~Associate Provost~~ for Enrollment Management, and two representatives from the Office of Educational Development to be recommended by the **Vice President** ~~Associate Provost~~ for Student Affairs;
 - b. One full-time faculty member from each of the undergraduate Colleges, nominated by the Dean of the College for recommendation by the Executive Committee;
 - c. One student selected by the Student Senate;
 - d. One person recommended by the **Vice President** ~~Associate Provost~~ for Student Affairs;
 - e. The Director of Orientation, Testing, and Advisement, who shall serve ex officio.

4. Current Language: Chapter 1, Section E, Article V, Subsection 17.2, Page 27

5) A representative from Enrollment Management appointed by the President in consultation with the Provost and Vice President for Academic Affairs and the Associate Provost for Enrollment Management;

Amended language: Chapter 1, Section E, Article V, Subsection 17.2, Page 27

5) A representative from Enrollment Management appointed by the President in consultation with the Provost and Vice President for Academic Affairs and the ~~Associate Provost~~ **Vice President** for Enrollment Management;

5. Current Language: Chapter 2, Section B, Subsection 3. Part f, Number 4, Page 70

4)) The Office of Teaching Excellence and Faculty Development shall assist faculty with issues of course design and instructional methods that are pedagogically appropriate for the course to be delivered online.

Amended language: Chapter 2, Section B, Subsection 3. Part f, Number 4, Page 70

4)) The ~~Office of Teaching Excellence and Faculty Development~~ **Center for Teaching Excellence and Learning** shall assist faculty with issues of course design and instructional methods that are pedagogically appropriate for the course to be delivered online.

6. Current Language: Chapter 5, Section F, Subsection 3, Part b Page 203

b. The reluctance of the University to create undue hardship for neighbors due to parking required for large events in the Field House.

Amended language: Chapter 5, Section F, Subsection 3, Part b Page 203

b. The reluctance of the University to create undue hardship for neighbors due to parking required for large events in the **Renaissance Coliseum** ~~Field House~~.

7. Current Language: Chapter 5, Section F, Subsection 5 , Page 205-206

5. Policies for Specific Facilities

Regulations applying to the use of Robertson Memorial Field House, the Bradley Student Center, and Neumiller Lecture Hall are listed below, and are in addition to those specified above.

a. Robertson Memorial Field House

1) While usage of the Field House is planned largely in terms of the needs of the athletic programs, it may be used as an auditorium, conference center, etc.

All scheduling of the Field House shall be done through the Director of Conference Facilities with the guidance of the Field House Scheduling Committee.

2) University departments and agencies, including approved student groups, may use the Field House provided their needs cannot be adequately met by other University facilities. However, each event must be significantly related

to the purposes and curricula of the University and, if a student activity, have the approval of the faculty sponsor and the director of Student Activities. If admission is charged the sponsoring group shall pay the basic operational costs plus 10% of the gross receipts, unless the net proceeds from the event are donated to Bradley University's Financial Aid Program. If no admission is charged or the net proceeds from the event are donated to Bradley, only a basic operation cost of setting up the facility for the program will be charged.

3) Non-University groups may apply for use of the Field House for meetings not associated with activities hosted by or scheduled by Bradley University. These meetings should be of public or social significance contributing to the welfare of the local community.

4) The Field House will not be made available for athletic contests of professional nature unless such contests are under direct sponsorship of the University, or unless the proceeds go entirely to charity or the University with no fee or percentage to go to any individual or group for private gain. The use of the Field House for private profit or fund raising by individuals is prohibited.

5) The Field House may be made available to acknowledged primary candidates for the office of Governor, Congressional Representative and Senator of the State of Illinois, and the Office of President and Vice President for one appearance, and one additional appearance if chosen as a candidate, when sponsored and financed by a chartered campus organization. Admission charges and financial solicitation will not be permitted at any appearance of political candidates.

6) The Field House Scheduling Committee is charged with the interpretation of policy and shall settle all conflicting requests, exceptions and extenuating situations not covered under the existing written policy for use of Robertson Memorial Field House. Specifics regarding the use of the Field House will be discussed when application is made.

Amended language: Chapter 5, Section F, Subsection 5 , Page 205-206

5. Policies for Specific Facilities

Regulations applying to the use of ~~Robertson Memorial Field House~~ **the Renaissance Coliseum**, the Bradley Student Center, and Neumiller Lecture Hall are listed below, and are in addition to those specified above.

a. ~~Robertson Memorial Field House~~ **Renaissance Coliseum**

1) While usage of the ~~Field House~~ **Renaissance Coliseum** is planned largely in terms of the needs of the athletic programs, it may be used as an auditorium, conference center, etc.

All scheduling of the ~~Field House~~ **Renaissance Coliseum** shall be done through the Director of Conference Facilities with the guidance of the ~~Field House~~ **Renaissance Coliseum** Scheduling Committee.

2) University departments and agencies, including approved student groups, may use the ~~Field House~~ **Renaissance Coliseum** provided their needs cannot be adequately met by other University facilities. However, each event must be significantly related

to the purposes and curricula of the University and, if a student activity, have the approval of the faculty sponsor and the director of Student Activities. If admission is charged the sponsoring group shall pay the basic operational costs plus 10% of the gross receipts, unless the net proceeds from the event are donated to Bradley University's Financial Aid Program. If no admission is charged or the net proceeds from the event are donated to Bradley, only a basic operation cost of setting up the facility for the program will be charged.

3) Non-University groups may apply for use of the ~~Field House~~ **Renaissance Coliseum** for meetings not associated with activities hosted by or scheduled by Bradley University.

These meetings should be of public or social significance contributing to the welfare of the local community.

4) The ~~Field House~~ **Renaissance Coliseum** will not be made available for athletic contests of professional nature unless such contests are under direct sponsorship of the

University, or unless the proceeds go entirely to charity or the University with no fee or percentage to go to any individual or group for private gain. The

use of the ~~Field House~~ Renaissance Coliseum for private profit or fund raising by individuals is prohibited.

5) The ~~Field House~~ Renaissance Coliseum may be made available to acknowledged primary candidates for the office of Governor, Congressional Representative and Senator of the State of Illinois, and the Office of President and Vice President for one appearance, and one additional appearance if chosen as a candidate, when sponsored and financed by a chartered campus organization. Admission charges and financial solicitation will not be permitted at any appearance of political candidates.

6) The ~~Field House~~ Renaissance Coliseum Scheduling Committee is charged with the interpretation of policy and shall settle all conflicting requests, exceptions and extenuating situations not covered under the existing written policy for use of the Renaissance Coliseum ~~Robertson Memorial Field House~~. Specifics regarding the use of the ~~Field House~~ Renaissance Coliseum will be discussed when application is made.

8. Current Language: Chapter 5, Section H, Subsection 1, Page 215

1. An Office for Teaching Excellence and Faculty Development [OTEFD]

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

Amended language: Chapter 5, Section H, Subsection 1b, Page 215

1. ~~An Office for Teaching Excellence and Faculty Development [OTEFD]~~ **The Center for Teaching Excellence and Learning [CTEL]**

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~~ **CTEL** will be ~~overseen~~ **led** by a full-time ~~director (Director)~~ **Executive Director** who reports to the **Provost and Vice President for Academic Affairs** ~~Associate Provost for Research and Dean of the Graduate School~~ **assisted by an Assistant Director.**

Bradley University Senate
Agenda
Sixth Regular Meeting of the 2012-2013 Senate

3:10 P.M. March 28th, 2013
Michel Student Center Marty Theater

- I. Call to Order

- II. Announcements
 - a. Please sign attendance sheet.
 - b. Contractual Arrangements Committee has been asked to review the Conflict of Commitment policy.
 - c. Each College of the University shall elect representatives to the University Senate according to the following rule: one Senate member, plus one additional Senate member for each increment or fractional increment of eight full-time faculty beyond four.
 - i. FCBA = 54 - Currently has 8, *no additions*. 8 total.
 - ii. SCCFA = 53 - Currently has 7, requires *1 additional senator*. 8 total.
 - iii. CCEGT = 53 - Currently has 7, requires *1 additional senator*. 8 total.
 - iv. CEHS = 65 - Currently has 8, requires *1 additional senator*. 9 total.
 - v. LAS = 135 - Currently has 16, requires *2 additional senators*. 18 total.
 - d. The special university resources committee has been meeting regularly and wishes to remind everyone to fill out the distributed survey either by electronic means or drop off to a committee member. All responses are held anonymous. The university will be made aware of the committee's finding.
 - e. At the request of the Depart. Of English and the Provost's Office today's Agenda Items (77022, 74065, 77019, and 77020) will be pulled from consideration.

- III. Approval of Minutes
 - a. Fifth Regular University Senate Meeting, February 21st, 2012 (p.4)
Approved by General Consent

- IV. Reports from Administrators
 - a. President Glasser:
 - i. The appointed University Resources Committee is charged with examining new possible revenue streams/expense cuts
 - 1. They are examining a new possible budgetary cycle
 - 2. Expediting reimbursements
 - 3. Any recommendations will be shared with the Faculty Senate
 - ii. Current admissions deposits show a slight increase over this same date last year
 - 1. Students applications/number of admits have increased this year

- 2. May 1st will provide more/better data regarding the incoming Fall 2013 class—as families are waiting until the last minute to make university enrollment decisions
 - iii. The General Education Initiative continues to move forward
 - 1. Additional surveys will be sent out this semester
 - iv. The first of four LAS Dean candidates is on campus today
 - 1. Please attend the candidate open forums if at all possible
 - v. We will conduct two separate commencement ceremonies this Spring
 - 1. Graduate School Commencement: Thursday; May 16; Renaissance Coliseum; Keith Steffen, CEO (OSF Medical Center) will be keynote speaker
 - 2. Undergraduate Commencement: Saturday; May 18; Civic Center; Jeff Hoffman, founder & former CEO (Priceline.com) will be keynote speaker
 - b. Provost Glassman: none—due to travel
- V. Report from Standing Committees
 - a. Committee on Curriculum and Regulations
 - i. Major Modification
 - 77447 PLS Political Science
1st Craig Curtis / 2nd Brian Huggins – Approved
 - ii. Minor Modification
 - 77022 ENG Creative Writing
Pulled from consideration
 - iii. Concentration Modification
 - 74065 ENG Creative Writing
Pulled from consideration
 - iv. Program Modification
 - 79487 BUS Foster College of Business Administration Graduation Requirements: College Core
 - 74045 IME Manufacturing Engineering Technology
 - 78051 OCP Modifications to BU Affiliated Programs for Study Abroad
1st Brian Huggins / 2nd Joan Sattler – Approved
 - v. Course Addition
 - 77442 BMA BMA 250 Interpersonal Effectiveness in Organizations
 - 78940 BMA BMA 350 Managing for Results in Organizations
 - 77017 ENG ENG 308 Intermediate Fiction Workshop
 - 74994 ENG ENG 310 Readings for Creative Writers
 - 77019 ENG ENG 408 Advanced Fiction Workshop*
 - 74043 I M I M 151 Introduction to the Game Industry
 - 65058 IME IME 241 Manufacturing Fundamentals
 - 65928 IME IMT 366 Manufacturing Facilities Design

46677 M E M E 491 Special Topics in Mechanical Engineering
**Item 77019 Pulled from consideration*
Approved by General Consent

vi. Course Modifications

63308 ART ART 313 Intermediate Sculpture I
76432 E E E E 450 Electronic Product Design
77018 ENG ENG 307 Intermediate Poetry Workshop
77020 ENG ENG 407 Advanced Poetry Workshop*
74042 I M I M 325 Search Engine Optimization and Analytics
77013 IME IME 341 Introduction to Manufacturing Processes
77014 IME IME 361 Introduction to Simulation and Expert Systems
58520 IME IME 443 Manufacturing Processes II
80664 IME IME 481 Lean Production Systems
48661 IME IMT 232 Physical Metallurgy
48659 IME IMT 333 Materials Science Laboratory
46683 M E M E 410 Mechanical Engineering Senior Project I
74995 M E ME 415 Introduction to Heat Transfer
59779 P T H S 480 Motion Analysis
74029 PHY PHY 367 Statistical and Thermal Physics
74025 PHY PHY 355 Independent Readings
74023 PHY PHY 399 Special Problems in Physics
**Item 77020 Pulled from consideration*
Approved by General Consent

vii. Course Deletion

78938 BMA BMA 352 Managing in Organizations
79463 BUS BUS 210 Team Dynamics
Approved by General Consent

b. Graduate Executive Committee

i. Program Modification

65879 BMA Graduate Certificate in Management
79853 EHC Leadership in Human Service Administration
1st Joan Sattler / 2nd Brian Huggins -- Approved

ii. Course Addition (*Information Only*)

54481 ART ART 605 Critique Seminar
61531 ATG ATG 603 Planning, Decision Making and Performance
Measurement
65063 BMA BMA 608 Open Book Management
63311 BMA BMA 630 Management in Healthcare Organizations

VI. Unfinished Business

VII. New Business

- VIII. Other Business
 - a. Report from Student Senator: nothing to report

- IX. Adjournment: *1st Joan Sattler / 2nd Craig Curtis -- Approved*

Bradley University Senate
2012-2013
 March 28, 2013
 Attendance Sheet

FACULTY
(please initial)

Adams, Mollie		Gretz, Rick		Newton, Lee	<i>RL</i>
Andersh, Brad	<i>BA</i>	Heinemann, Steve		O'Brien, Matt	<i>MB</i>
Britner, Shari	<i>SB</i>	Hill, Donna		Podlasek, Bob	<i>BP</i>
Brown, Mark	<i>MPB</i>	Jost, Jennifer	<i>JP</i>	Schweigert, Wendy	<i>WJS</i>
Bruns, Laura	<i>LB</i>	Kelley, Andrew	<i>AK</i>	Scott, Amy	<i>AS</i>
Bukowski, Charles		Kerr, Stephen	<i>SK</i>	Shastry, Prasad	<i>PS</i>
Cisneros, Adolfo	<i>ASC</i>	Krishnamoorthi, K.	<i>KK</i>	Sinha, Amit	<i>AS</i>
Craig, Martha	<i>MC</i>	Lee, Hwa	<i>HL</i>	Skaggs, Jobie	<i>JS</i>
Curtis, Craig	<i>RCC</i>	Liu, Jiangbo	<i>JL</i>	Tayari, Fred	<i>FT</i>
Davidson, Jeannette		Lohman, Mark	<i>ML</i>	Timm, Mat	<i>MT</i>
Degitz, Robert	<i>RD</i>	Lozano, Jose	<i>JL</i>	Tippett, Steve	<i>ST</i>
Erickson, Deborah	<i>DE</i>	Lukowiak, Twila		Wiebold, Lori	
Etaugh, Claire		McGill, Monica		Xue, Larry	<i>XL</i>
Frazier, Meg	<i>MMF</i>	Mehta, Paul		Young, Margaret	
Gabor, Elena		Morris, Martin	<i>MM</i>	Zietlow, David	
Goitein, Bernie	<i>BG</i>				

EX-OFFICIO
(please initial)

Akers, Lex	<i>LA</i>	Huggins, Brian	<i>BH</i>
Anna, Gary	<i>GA</i>	Malinowski, Olek	<i>OM</i>
Bakken, Jeffrey	<i>JB</i>	McAsey, Mike	<i>MA</i>
Beaty, Kathie	<i>KB</i>	Radson, Darrell	<i>DR</i>
Galik, Barbara	<i>GB</i>	Robertson, Stacey	<i>SR</i>
Galsky, Alan	<i>AG</i>	Ruch, Chuck	<i>CR</i>
Glassman, David		Sattler, Joan	<i>JS</i>
President Glasser, Joanne	<i>JG</i>	Vickerman, Pat	<i>PV</i>
Huberman, Jeffrey	<i>JH</i>		

STUDENTS
(please initial)

Eric Currier			
Kyle Malinowski	<i>KM</i>		