

**Bradley University Senate**

**Agenda**

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

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

Michel Student Center Marty Theater

- I. Call to Order
- II. Announcements
- III. Approval of Minutes
  - a. First Regular Senate Meeting, September 19th, 2013 (p. 2-5)
- IV. Reports from Administrators
  - a. President Glasser
  - b. Provost Glassman
- V. Report from Standing Committees
- VI. Unfinished Business
- VII. New Business
  - a. Academic Ombudsman
  - b. Proposed Faculty Handbook Changes – see pages 6-8.
- VIII. Other Business
  - a. Report from Student Senator
- IX. Adjournment

# Bradley University Senate

## Minutes

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

3:10 P.M. September 19th, 2013

Michel Student Center Marty Theater

- I. Call to Order
- II. Announcements
  - a. Please sign the attendance sheet.
  - b. Call for Faculty Ombudsman (full time tenured 10+ exp @ BU)
  - c. Call for Student Ombudsman (full time 3yrs teaching @ BU)
  - d. Please Note: A complete list of important dates is found on Page 2 of the Bradley Core Experience document. Important dates on the immediate horizon include:
    1. **September 27:** Departmental/unit-level feedback due to Steering Committee.
    2. **October 7-11:** Qualtrics survey will be open for additional campus feedback.
    3. **October 28:** Based upon the discussions and feedback the Steering Committee will draft and distribute one model for continued discussion.
    4. As always, you can provide feedback to the Steering Committee through the General Education Program Review website.
  - e. If you plan to take a sabbatical this academic year (or are currently on a sabbatical), please inform me, Jobie Skaggs, or Lee Newton so we can update the Senate Rosters/webpages.
  - f. Pres. O'Brien requests:
    1. when addressing the Senate please announce your name and department/area so those unfamiliar with you may get to know you better--and it assists the Senate Secretary in the recording of minutes.
    2. all standing committees report to senate *verbally* at least once this year on their activities.
- III. Approval of Minutes
  - a. Eighth Regular University Senate Meeting, May 8<sup>th</sup>, 2013 (p. XX)
  - b. First and Special May Senate Meeting, May 8<sup>th</sup>, 2013 (p. XX)

*Approved by General Consent (both minutes)*

- IV. Reports from Administrators
  - a. President Glasser: No Report (due to travel requirements)
  - b. Provost Glassman: No Report (due to travel requirements)
  
- V. Report from Standing Committees

*No Reports from Committees*
  
- VI. Unfinished Business

*No Unfinished Business*
  
- VII. New Business
  - a. Ratification of Appointments to Standing Committees and Subcommittees
    - i. Affirmative Action
      - 1. Ollie Nanyes
      - 2. Aurea Toxqui

*1<sup>st</sup> Craig Curtis / 2<sup>nd</sup> Brian Huggins -- Approved*
    - ii. Honorary Degrees
      - 1. Kurt Field
      - 2. Maureen Cluskey
      - 3. Claire Etaugh

*1<sup>st</sup> Jean Marie Grant / 2<sup>nd</sup> Brian Huggins -- Approved*
    - iii. Sub Committee on General Education
      - 1. Chuck West
      - 2. Peter Olson
      - 3. Dawn Hall
      - 4. Tim Koeltzow

*1<sup>st</sup> Steve Tippett / 2<sup>nd</sup> Brian Huggins -- Approved*
  - b. Appointments to Standing Committees (Information Only)
    - i. Admission and Retention Committee
      - 1. Herb Kasube
      - 2. Justin Ball
      - 3. Anne McSorley Hollis
    - ii. Affirmative Action.
      - 1. Paul Kasambira
    - iii. Contractual Arrangements
      - 1. Bob Wolffe

- iv. Continuing Education
  - 1. Twila Lukowiak
- v. Curriculum and Regulations
  - 1. Craig Curtis
  - 2. Jeries Abou-Hanna
  - 3. Shabeer Hussain Amirali
- vi. Strategic Planning
  - 1. Molly Cluskey
- vii. Student Grievance
  - 1. Jill Wightman
  - 2. Kelly Schwend
  - 3. Miriam Gillan
- viii. University Resources
  - 1. Paul Wayvon
  - 2. Ibal Shareef
- ix. Sub Committees
  - 1. Curriculum
    - a. Cynthia Steinwedel
  - 2. Reg, and Degree Req.
    - a. Dean Huberman
    - b. Bob Davison Aviles

VIII. Other Business

- a. Report from Student Senator

*No Report*

- IX. Adjournment: *1<sup>st</sup> Amit Sinha / 2<sup>nd</sup> Brian Huggins -- Approved*

## Bradley University Senate

**2013-2014**

September 19, 2013

Attendance Sheet

### FACULTY

*(please initial)*

Adams, Mollie (FCBA)	MAA	Heinemann, Steve (SCCFA)		Peterson, Melissa (EHS-L)	
Andersh, Brad (CLAS)	BA	Hertich, Alex (CLAS-L)	AI	Podlasek, Bob (CCEGT)	
Bashri, Maha (SCCFA)	MB	Hill, Donna (FCBA-L)		Quigg, David (CLAS)	52
Britner, Shari (EHS-L)		Jost, Jennifer (CLAS)		Reyer, Julie (CCEGT)	
Bruns, Laura (SCCFA)		Kelley, Andrew (CLAS)		Rowe, Robert (SCCFA)	
Curtis, Craig (CLAS)	CC	Kim, Jihyun (CLAS)		Sánchez, José (CCEGT)	JKS
Davidson, Jeannette (EHS)	JW	Kimberlin, Kevin (CLAS-L)		Schweigert, Wendy (CLAS)	WES
Degitz, Robert (EHS)	DR			Sconduto, Leslie (CLAS)	
Erickson, Deborah (EHS)	DE	Krishnamoorthi, K (CCEGT)	KK	Shastri, Prasad (CCEGT)	PS
Etaugh, Clair (CLAS-L)(sabb f12)	CE	Lohman, Mark (SCCFA)		Sinha, Amit (FCBA)	AS
Evens, Wayne (CLAS)	EW	Lozano, Jose (CLAS)		Skaggs, Jobie (EHS)	JS
Frazier, Meg (Lib)		Lukowiak, Twila (EHS)		Tayyari, Fred (CCEGT)	FT
Gabor, Elena (SCCFA)	EG	McGill, Monica (SCCFA)		Timm, Mat (CLAS)	MT
Glassmeyer, Danielle (CLAS)	DG	Mehta, Paul (CCEGT)		Tippett, Steve (EHS)	ST
Goitein, Bernie (FCBA)	GR	Morris, Martin (CCEGT)	MM	Toxqui, Aurea (CLAS)	AT
Grant, Jean Marie (EHS)	JM	Newton, Lee (CLAS)	LN	Wang, Yun (CLAS)	YS
Gretz, Rick (FCBA)		O'Brien, Matt (FCBA)	MOB	Wayvon, Paul (sabb. Repl. for Kerr (FCBA))	WV
Hatfield, Patty (FCBA-L)	PH			Young, Margaret (SCCFA)	

### EX-OFFICIO

*(please initial)*

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

### STUDENTS

*(please initial)*

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**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~~