

FACULTY SENATE

December 19, 2007

MINUTES

Present: Mark Burnette, Tom Heaney, Renee Judd, Phillip Moulden, Mike Payne, Brian Reynolds, Patrick Roberts, Doug Schreder, Chuck Sentell, Gale Stam (via phone), Howard Zacks

Excused: Seema Imam

Guests: Tom Bergmann, Willie Burnside, Lori Fedele (via phone), George Litman, Carol Melnick, Marty Mickey, Richard Pappas, Larry Polselli, Bill Roberts

Minutes of the November Faculty Senate meeting were approved.

Reports –

President's Report –

Dr. Pappas reported on enrollment. Expectations had been high for enrollment in the D.C. area after tuition was reduced to the military. However, enrollment there has been a major disappointment and is worrisome. Therefore, the budget has been revised to be more realistic. Two hundred twenty-five new students are expected for the D.C./Virginia area. CAS' enrollment is down a bit; NCE's is up.

A preliminary contract has been drawn for a PACE facility in Evanston. There is much work still to be done including zoning and fund-raising. The facility will include residence facilities and will be used year round for summer workshops, weekend events, etc. It will serve school districts as well as 50 PACE students. An autism center is also being considered.

Dr. Pappas expressed concern that so few faculty took the opportunity to meet the candidates for Provost. He implored the Senate to come up with ways to change the faculty's perceived apathy. He wants faculty input on this matter.

Provost's Report –

George Litman reported that the Weekend College Task Force has completed its work and has submitted their recommendation via a strategic initiative. In summary, it calls for: 1) a change of name, 2) hiring a half-time director for the program, 3) restricting efforts to one or maybe two campuses, 4) staffing appropriately (support services), and 5) both Psychology and ABS have agreed to a weekend cohort.

A Vice Provost of Institutional Effectiveness, Christopher Davis, has been hired. Assessment and institutional research will report to him. He will begin on Monday, January 7th.

Sabbatical applications are "winding their way" through the internal processes. The adjunct faculty bonus deadline has passed and now will proceed to faculty review and recommendations regarding those applications. Fulltime faculty bonus applications have been received and review of these will begin after the winter break.

Financial Report –

Marty Mickey indicated that an adjustment had been made to the current year's annual budget to reduce both revenues and expenses by \$1 million due to some shortfalls that were occurring. The annual budgeted surplus of \$1.3 million was staying the same.

Through November, the University has a surplus of \$2.4 million which is flat with the revised budget. Revenues are down about \$175,000 (less than 1%) from the revised budget. NCE is up by \$363,000 from the revised budget on strength in fall clusters and Florida IDS group starts. CAS revenue is down by \$374,000 from the revised budget on declines in undergraduate. CMB is down about \$214,000 from the revised budget. The small revenue decline of \$175,000 has been offset by expense savings of nearly the same amount that are primarily attributable to staff vacancies.

Mr. Mickey also reported that a total of 48 goals have been received in connection with the Fiscal Year 2009 budget process. These will be reviewed in detail beginning in January by the Goals Priorities Committee which is comprised of members of the entire University community.

Old Business –

Recruiting and Enrollment Issues –

Larry Polselli announced that community college recruiting has seen a 7 ½% increase in the Chicago area.

Larry, the President, and George Litman have been visiting with various administrators of local community colleges.

The community college grant program was started last year and 29 students attended NLU through this program.

We have had the biggest success in enrollment from community colleges with Triton with 25% increase in enrollment; Daley is up 23%; Oakton Community College up 19%. He believes there is currently good momentum and there is especially interest in the ABS, ECE, elementary and undergraduate business programs.

Mr. Polselli indicated that he will generate this report on a regular basis for the Senate.

Security, Books, and Off-Site Teaching Resources –

Willie Burnside invited Tom Bergmann and Lori Fedele to attend the Senate Academic Support Committee meeting on January 4th to discuss the situation with text books.

Senate members brought up issues with text books such as the long wait to receive the instructor's copy of the text, missing software which is to accompany bundled books, and the overall quality of the books. Ms. Fedele indicated that she will work with individuals to rectify these problems and that she needs to be notified as soon as something goes awry. Mr. Bergmann added that he will work with e-Books on the quality control issue.

Bill Roberts stated that Kelly Barista makes arrangements for AV, etc. at the various sites where NLU conducts classes. There is a revised form for faculty to use to request AV and other needs at off-campus sites. This form worked very well for the HCL site visit. The faculty should take a look at this form and see if there are still items which need to be added. This form will be revised every year.

Mr. Roberts indicated that Bob DeWitt has made available traveling packages for faculty when they go to off-campus sites. Mr. DeWitt has asked to be at an SASC Meeting.

The Executive Directors handle the out-of-state campus needs.

Mr. Roberts next addressed security issues. He indicated that more had been accomplished this year than had been expected. The Security Council is working on various issues. They will give the President a year-end report which will also be sent to the Senate. This will occur within a week or two. In general, more ADT cameras have been installed, doors kept locked, added security staff, phones in all of the classrooms, and intercom messages in place in case of needed evacuation.

In regard to lockable facilities for visiting faculty, Mr. Roberts said that the invariables are overwhelming. He needs SASC input on this issue.

New Business –

SCC Issues –

Howard Zacks said that processes need to be in place so that a “no” vote to curricula in program promised to CMB clients should not occur.

Tom Heaney pointed out that the Senate Curriculum Committee is not set up to say “no”, but rather to ensure quality of programs. SAPC is the only group which has the right to veto a course or program.

SCC, with Carol Melnick, Ken Gilson, Madeleine Waxman, and Anne Zang, is revising university course outlines. These will then be brought to the Faculty Senate in March or April.

NLU Budget Priorities Committee Representation –

Dr. Zacks announced that the following will serve on the Budget Priorities Committee: Darrel Bloom, Carol Moulden, Paul O’Neill, Mike Payne, and himself. A representative from CAS is still needed.

Other –

Discussion was opened regarding the Provost Search issue which President Pappas had brought up. Ideas were generated as to how to get the faculty to be more active in the search. Dr. Zacks suggested that an invitation be sent to the Faculty Senate, college chairs, and department chairs to meet the candidates as well as a session with the full faculty.

Patrick Roberts suggested that the candidates visit more than just one campus. Perhaps coffee could be offered for at an informal gathering. Could the candidates’ meetings with faculty members be videotaped so that those who were unable to attend the session have an opportunity to view the candidate?

Mike Payne wondered about the consistency of the questions asked to the candidates. Dr. Heaney added that the candidates should also have an opportunity to ask questions and added that the Faculty Senate’s participation should serve as a model for the entire faculty.

Mr. Payne suggested that all faculty and college committee meetings be cancelled the day of a candidate’s interview so that more faculty would be free to attend sessions with the candidate.

In the future, Dr. Zacks will send an invitation from the Faculty Senate President to faculty encouraging them to attend scheduled sessions with the candidates. He will also suggest that college and department chairs invite their constituencies to these open meetings.

Announcements –

The Faculty Salaries Task Force has been meeting and discussing which data bases to use to study competitive data. At this point, it appears that the CUPA data is better for NLUL's purposes.

The AQIP Shared Governance Team has not made much progress although CMB has a new administrative and shared governance model which will be voted on soon.

Concern was expressed about McLean's shortfall in enrollment even with the cut in military tuition. Dr. Zacks stressed that there may be a prolonged process in closing that site and that the Senate must unite to support the McLean faculty.

Dr. Heaney moved to adjourn. Brian Reynolds seconded the motion.

Respectfully submitted,
Kathryn Osen
Executive Assistant to the Provost

January 11, 2008