

Approved: 2/5/02

**Campus Assembly
Minutes
December 4, 2001**

1. Approval of Minutes

- a. The Minutes of the November 6, 2001 minutes were approved as distributed on eastalk and infoline.

2. President's Update

- a. **Provost Search Update** – Dr. Creighton expressed his appreciation to everyone for their participation in the search and indicated that a candidate will be on campus tomorrow. Please submit any comments to the search committee. The top candidate will be selected next week once all contacts and references have been contacted.
- b. **Salary Increases** – Dr. Creighton indicated that administrative and teaching faculty would receive a 2 1/2 % increase on January 1, as well as a \$500 recruitment bonus. We anticipate a 4% increase next January. We hope to maintain this promise as budgets allow.
- c. **Budget Update** – Dr. Creighton indicated that a special legislative session would convene in February to discuss the \$735 million dollar shortfall. All agencies are being affected. We do not know exactly what will happen. The 2 and 4% cut scenarios can be met here at EOU, but if it is required to go higher, we will need to have a campus wide discussion.
- d. **Merit** – Dr. Creighton announced the recipients of the Instructional Faculty Merit Awards for 2001. They are: Elizabeth Boretz, Regina Braker, Anna Cavinato, April Curtis, Ruth Davenport, Kathelene Galloway, Doug Kaigler, Ron Kelley, Virginia Kelly, Nancy Knowles, Carol Lauritzen, Fu Long, Dan Mielke, Lisa Robertson, Shapur Shahbazi, Jim Tooke, Jay Van Tassell, Jeff Vermeer, Donald Wolff, Peter Wordelman. The Outstanding Administrative Faculty Merit Awards for 2001 are awarded to: Changyun Nie, Deborah Lee, Gary Moses, Joan Bock, Joe Hart, Kate Benson, Patricia Cutright, Shirley Roberts, Vickie Lee, Carol Kroll, LeeAnn Case, Matthew Graves, Rick Poese, Colby Marshall, Robert Clarke, Thacher Carter, Pat Arnson, Sherri Edvalson, and Jim Kreider, the Outstanding Administrative Faculty member of last year. Congratulations.
- e. **Major Donor** – Dr. Creighton indicated that on Thursday we will assemble in the Alumni Room to reveal the major donation that has been given to EOU and the Science Building. All are encouraged to attend. It is a transformational gift to the institution and the donor is making a special trip from London to be here.

- f. **Integrated Services Building** – We received approval from the State Board for the construction of the Integrated Services Building. This is going to be a 30,000 sq ft building off Gekeler Lane. We have about 18% of that building. The building is being partially paid for by social services. EOU will receive the building after a 10-15 year lease. This is an innovative way to complete capitol construction on campus. Dr. Creighton thanked both Darlene Morgan and Matt Graves for their efforts and hard work.
- g. **Science Center Update** – We have not heard whether or not the lawsuit regarding lottery dollars has been refiled. We hope to be able to open bids for the Center soon. We would like to begin construction the end of this month.
- h. **Questions/Comments** – When does the search committee intend to make a decision on the Provost Candidates? Dr. Creighton indicated that they hope to have all comments in from faculty and staff by Friday. The committee will then assemble and begin to contact references. Dr. Creighton also indicated that if anyone has contacts that are familiar with the candidates to please forward those names to the committee members. We do not want to make the wrong choice.
- i. **Holiday Events** – Dr. Creighton reminded the Assembly of the Inlow Hall Open House December 13 and the President’s Open House on December 14, in the Alumni Room.

3. Provost’s Update

- a. **Budget** – Dr. Betts mentioned that reserves are being decentralized and each department or unit now has some of the “black hole” funds. Reserves could be allocated to the individual schools. This will allow them some flexibility in what they do.
- b. **Salary Data** – Dr. Shepard had written many programs in Pascal that have been nearly impossible to figure out. He has been working on getting the information in a format that he can work with. The reason for this is that there is still about \$26,000 in recruitment and retention monies that has been given to us for teaching faculty, not to be given across the board. We have allocated part of that to the Rags accrual. The other will be used for adjustments for faculty who have salaries below their expected salaries prior to the 2 ½ % increase in January.
- c. **Faculty scholar awards** – On Wednesday Dr. Betts will be speaking with APC regarding the recipients so he cannot announce them yet. It is likely that all 16 awards will not be given out. Some of the requests would take longer to complete than allotted. The left over funds will be added to the partial award funds that are sitting out there. As well, we are going to allow the partially funded to half of a full salary rather than stick with a quarter. Recipients will need to specify ½ or 1/4.
- d. **Budget Info** – It would be appropriate for us to be ready to make program choices to provide FTE to some programs in order to get them going--if we do have funds available. The idea would be the program would get an FTE and be expected to, within two or three years, provide additional tuition income to increase the students that will generate the FTE back into the budget. This could also be used as an exit strategy. It is a way to get around the issue of needing to grow and not having faculty. So this

experimental FTE will help us. Early in winter term, more specific details regarding proposal format will be distributed. In the meantime, you might want to think about your current programs, or if you are thinking about a new program, and how you would like to change them and bring them forward.

- e. **Giving Trees** – Dr. Betts indicated that there are still tags on the trees. It is likely that there are 1500 children who will not get gifts this year. Dogs and Cats need food and collars too.
- f. **Questions** – The funds available for the experimental FTE, if we are facing budget cuts, will that money go first? We have not committed any funds but we would certainly take dollars that are not committed first. Bottom line is we need to grow in order to get the benefit of the economy and recruit more students.

4. Action Items

a. EPCC – School of Education and Business

- i. **Master of Science in Education** – A motion was made and seconded to approve the upgrade to and reinstatement of the Master of Science in Education program. A discussion took place as to whether or not we should hold off on approving this because of not having time to read the proposal. EPCC has been working with this for over two weeks. It was mentioned that it is basically semantics. We currently have 150 plus students in the masters program. We are not launching into something new. An overview of the program was given, mentioning that this program has sat idle for over eight years. The current request is only to approve four new classes in the School of Education to be utilized for the Master of Science in Education. If these four courses are not approved, we will still move forward with the Masters of Science in Education program because we already have it. Further discussion took place. It was moved and seconded to table/delay all EPCC action items until the next Assembly meeting. A vote of hands indicated 15 yes, 44 no. Motion failed. A motion was made to call the question and to cease debate on the original motion of voting to reinstitute the Master of Science in Education. A clarification was made that we are not reinstituting a degree but are requesting approval of four classes. The motion to cease discussion failed. Further discussion took place. A discussion also took place regarding the policy of EPCC and the timeliness of issues and information being distributed for review prior to presentation to the Assembly. It was mentioned that the four courses need to be approved by January 15 in order to move forward and direct new students into the Master of Science program.

A motion was made and seconded to approve the following course additions and title changes to the Master of Science in Education Program:

Course additions:

Ed 500, MS Seminar (2)
Ed 522, Research Design in Education (3)

Title and credit change:
Ed 511, Reading Research in Education: Theoretical and Empirical Perspectives (3)
Ed 586, Research Methods in Education: Planning and Writing (3)

Motion passed, with two abstentions.

- ii. **Fire Services Administration Degree** – An overview of the Fire Services Administration program was given to the Assembly by Dr. Hofheinz. A motion was made and seconded to approve the Fire Services Administration program core to include all 21 credits. A discussion took place. Motion passed, with one abstention.
- iii. **Physical Education and Health** – A motion was made and seconded to change curriculum terminology with current “options” being renamed as “concentrations.” A discussion took place. This will allow Eastern to show “concentrations” in a specific area on student transcripts. Motion passed.

b. EPCC – School of Arts and Sciences

- i. **Chemistry Program** – A motion was made and seconded to approve the addition of a new degree program in Biochemistry. A discussion took place. A motion was made and seconded to postpone the approval of this program until the next Assembly. A vote of hands indicated 14 yes, 31 no. Motion failed. The discussion of the original motion to approve the addition of the new degree program in Biochemistry continued. It was mentioned that there is a lot of demand in Biochemistry areas. There are no new courses or FTE associated with the proposal. This program, if approved, will be implemented in the spring of 2002. Motion passed, with two abstentions.

5. Five-Minute Access:

- a. **Budget and Finance Committee Update** – Dr. Atkinson provided an overview of the committee and its responsibilities. The Mission Statement of the Committee was discussed. The committee meets monthly. The scope and direction of the committee has changed. The committee plans to use the Strategic Plan as its guideline. Some discussion items that have surfaced are: Budgets to begin at the department level, funds be allocated to deans, carryover fund balances, to move to salary parity with peer institutions. Suggestions do not come to the assembly for approval. However, the committee does solicit input from the Assembly, with suggestions being brought forward to the administration.
- b. **Major Fair** – Sally Click reminded everyone of the Major Fair, indicating that the target group is freshmen and sophomores in an effort to improve

retention. There will be a fair in February, prior to spring registration. Last year, Loso Hall was full of faculty and very few students. This year we are going to the residence halls talking to students about careers. Direct mailings have been sent to sophomores. Your participation in the Major Fair is critical. Minors and concentrations are welcome. It will be fun for you to market your major. There are table displays available and your creativity is encouraged.

Meeting adjourned at 11:20 a.m.