

Natural Sciences and Mathematics Council
Meeting Minutes March 21, 2017
Student Union 2579 3:30 – 5:00 PM

Call to Order

- **Presiding:** – Tim Mueser
- **Present:** – William Taylor (acting secretary), Hans Gottgens, Deborah Vestal, Charles Odenthal, Kevin Gibbs, David Krantz, Edith Kippenhan, Sibylle Weck-Schwarz, John Bellizzi, Jim Anderson Kathy Shan, Yanfa Yan Michael Cushing, Brenda Leady
- **Absent:**., Sandip Janda (student representative), Don Stierman,
- **Others Present:** John Plenefisch (ex-officio), Bruce Bamber (Past Chair, ex officio),
- **Student Representative(s):** Angela Gorgioski (student representative),

Approval of Minutes.

Tim: motion to approve minutes from February meeting, motion carried.

Unfinished Business

Tim: The Arts and Sciences policies and procedures has been rewritten to apply to our College. I advise we read through and make sure it is correct. Next it goes to Associate Dean. As part of this we created an academic standing component (includes academic dishonesty and grievance) with timeline included for grievance. The timeline includes 10 workdays between steps of the process for each level to request information from the previous review level.

Jim: are the 10 working days in the individual steps?

Tim: yes, total time is 15 days at each step.

Jim: if the reply is not made in the timeframe, it will go automatically to the next stage.

Tim: yes. Now on to bylaws for the academic grievance committee which has to be voted on. We created the committee, came up with a constitutional change and now we have to introduce the bylaws.

John P: the section “diversity of Colleges” is not right.

Tim: yes it should say Departments not Colleges, that Diversity is represented. Suggestions on wording

John P: care should be taken when forming that committee that the diversity of the college membership is represented

Hans: Is this to imply ethnic and gender diversity?

John P: Yes. Other question: will the committee consider graduate or undergraduate cases?

Tim: just undergraduate.

Sibylle: this should be specified

Kathy: add a statement to article 1 that this committee only addresses undergraduate cases.

John P: who appoints the committee

Hans: the executive committee should appoint the grievance committee

John P: the bylaws state that the chair of the standing committee should have experience on the committee. So the chair needs to be a current member of the committee.

Tim: yes

Michael: all departments are represented for 3 years? How does this reflect NSM council

David: it states that membership is not dependent on NSM council membership

Edith: if a faculty member is recused should be replacement be from the same department

Tim: not necessarily. It will depend on the short time frame and finding a replacement

Tim: motion to approve the bylaws, motion carried.

Reports from Faculty Senate (David Krantz):

David: course modifications should have been forwarded last week to get through faculty senate; there may be some exceptions. There are many small course modifications related to pre-requisites. I suggest we vote on these by email to move them along.

John B: they have been discussed in council

David: they can be sent as a block since they are almost all the same.

Tim: these are the D- to C-?

David: yes. The committee will look into these and forward. Next topic: Governor's biannual budget is going through, interuniversity council have made comments. 15 weeks schedule is now on. Provost Hsu talked to senate, and is moving forward with online promotion and tenure dossiers using the faculty 180 system. Brenda Grant gave an overview on the system there will be training sessions. Faculty members who are applying soon will be required to use the system, then others will be phased in as they do 5 year renewals.

John P; faculty up for tenure or promotion this fall will need to use faculty 180. Still questions about how to control access.

Tim: is it cloud based?

David: yes, and some discussion related to how to secure access to the appropriate person. There will be an authorization list which would be the same as if it was a paper dossier.

Hans: aren't dossiers public documents – it is made by public employees.

John P: there are things that probably should not be available to outside reviewers.

Deborah: will this be used for renewals?

David: eventually, yes also all ARPA info will be on this system. One request from the Provost, when you are scheduling for the 15 week schedule make sure to stay in your time-block. Otherwise, big problems. We talked about toefl requirements, there is a report coming out related to this. Next topic, currently there is a state bill to end tenure. Initially it would grandfather those of us who have tenure, but would block any public institution from establishing tenure. Provost also talked about student learning objectives (SLO). We have SLOs for the core curriculum. Now development institutional SLOs, wording is similar. There is no a University program review committee – to provide feedback to the individual programs. The State is finding duplicate programs with 3 options: no action, collaborate with other in NW quadrant (with BG), eliminate. Time frame is report by end of December 2017.

John P: in the Blade is the list of programs being reviewed, 2 are in our College: geology and med tech.

Sibylle: it was noted that the language on the textbook affordability will change.

David: as the language is now, the University is required to provide all textbooks and may charge \$300 per academic per year per student. Some programs, for example in the humanities, \$300 is too high. In NSM, one textbook can be over \$200.

Tim: is there a subsidy from state?

David: no subsidy from state. The extra cost to the University is estimated at \$12 million to \$14 million.

John B: does that cover cost of administering the program

David: no, 12-14 million does not assume infrastructure for the program

Graduate Council Report (John Bellizzi).

John B: Grad council bylaws indicated that election need to be staggered. Also, currently there is a search for an associate Dean for Student Affairs applications due before march 31st. Frank Calzonetti indicated that recently there were 6 cases of research misconduct and one case of nepotism. So there will be more training upcoming. Hans indicated that there is a requirement for graduate faculty to have terminal degree or equivalent experience. This will be updated in bylaws and application process to be compliant with HLC. Also, this weekend is Midwest graduate research symposium.

Tim: how is misconduct treated here?

Hans: on research council, which is populated by faculty from all of the colleges.

Report from Student Representative (Angela Gorgioski).

Angela: in the upcoming student election there will be a referendum question on the house bill regarding the textbook issue.

Tim: ask student senate about the two students representative that we will need on the grievance committee.

Reports from NSM Chairs' meeting: Tim Mueser

Tim: Nick Butler is our new major gift coordinator. Extra monitors in hallways need to be updated.

Edith: what is the procedure.

Tim: go through department chair, and then Connie Butler. New policy: University will be closed from Dec 21st to Jan 1st. Exceptions are limited.

Edith: Staff will need to use vacation days for those days.

Tim: they are looking for people to teach classes during intercession. It is 2 weeks and considered overload it ~\$750/credit hour. Next, pathways to degrees need to be updated required by the State.

John P: this will be required 2018. The Departments need to work on these.

Edith: is a pathway a list of courses or flow chart

John P: best to have flow chart idea, to see where you are when you come in.

Tim: Adam Hintz discussed starfish program for success coaches will be available to faculty to track students for their particular course. He also mentioned that staff are restricted to teaching one class per semester. Dean will task council with College policy on safety.

John P: this will address hazardous practices in labs. But the point is to make a more uniform policy across the University.

Reports from Curriculum Committee (John Bellizzi)

John B: there is one course proposal and two associated modifications. The new course is CHEM 4560 (Biophysical Chemistry Laboratory), a 2 hour lab course that will be WAC. It has a co-requisite of Biophysical Chemistry. Biochemistry majors now take advanced physical chemistry lab course. The biochemistry major has grown and we have numbers of biochemistry and chemistry majors taking the existing course. The existing course is not fulfilling the learning objectives of both majors so we will have a dedicated physical biochemistry lab as an alternative to the physical chemistry lab course.

Hans: what are the pre-requisites?

John B: the co- requisite is biophysical chemistry which has a pre- requisite of biochemistry II,

Tim: the way it is written you can take the lab after the course or at the same time, but not before.

Bruce: do WAC courses need to be a certain number of hours?

Tim: I checked with Barb Schneider and the 2 hour WAC course is OK

John B: There are two program modifications for BS in biochemistry. Swapping chemistry 3860 with the new course we just discussed. Also some housecleaning for the BA in biochemistry: currently there are two options for physical chemistry requirements (biophysical chemistry or chemistry 3710 which has not been offered recently) we are deleting chemistry 3710 and chemistry 3720 as elective since neither have been offered recently. Second change is chemistry 3860 is being replaced by the new course as well for the BA.

John B: call for a vote to approve the new courses. Motion approved.

Election Committee (Sibylle Weck-Schwarz)

Sibylle: I received materials from College and Graduate School before spring break and have. Both fac senate and college elections set up. You should see them in your emails.

Tim: how do you get to the links.

Sibylle: Through the link in the email. Then in blackboard you will see it under your associations this will be NSM council.

John P: you will only see the ones you can vote for.

Sibylle: voting will close Thursday at 5pm. We will be sending out reminders.

Tim: who can vote for UCAP

Sibylle: Tenure and tenure track faculty, anyone who goes through the tenure and promotion process. Note that senate is also voting electronically, the link is via a different system – not blackboard. You need to access the link via the email.

New Business

John P: in the catalogue the university makes a statement that students need to complete 120 hours coursework, but, in our college catalogue we state that students need to complete 124 hours of coursework. Some programs have already reduced their credit hours to 120, but they can't do that until the college does the same.

David: NSM council sets this with approval of entire faculty.

John P: I would ask the NSM executive committee to look at this to see if we should reduce our requirements.

David: There a move by the State to reduce cost of college degrees, this is related to that. State narrative is currently that Universities "may" move to 120 hours it is at the discretion of the individual colleges. Some programs need to be higher due to outside accreditation etc. Depends on the best interest of the students receiving the degree.

John P: for example, Med tech is 143 hours. Here is one way to look at it. The college can say there is a min of 120 hours, but individual programs can choose to be above that. In that case they would need to request approval from the department, NSM council and faculty senate.

Tim: Does any department have a 120 hour program.

John P: Physics and astronomy could do it in 120, but don't due to the 124 rule currently in place.

Kathy: currently these programs are 124 hours.

John P: a second curricular issue: the honors college is reconfiguring the medallion requirements. Department honors advisors will meet with me and Heidi Appel to discuss some changes. This will include dropping required honors hours from 33 to 27, adding a special interdisciplinary course, and changes to the 110 120 honors sequence. Individual college have their own honors programs so she needs to talk to these colleges. The requirements should be consistent.

Meeting Adjourned 5:00