FACULTY COUNCIL ON ACADEMIC AFFAIRS

October 2, 2008

SU-216

MINUTES

Present: Chair Effie Kritikos, Lesa Davis, Jon Hageman, Mostafa Maksy, Janalyn Meehan, Dan Milsky, Emmanuel Nyadroh, Tim Scherman

Absent: Kim Ambriz, Cyndi Moran

Ex-Officio: Provost Larry Frank

Guests: Heather Patay, Joann Karr, Jason Mohaghegh, Tracy Luedke

1. Old Business
Chair Kritikos requested that all FCAA members review Bylaws prior to next meeting (October 16th). Note that Bylaws were sent via hard copy and online to membership.

2. Approval of Minutes
Dan Milsky ( ) - Motion to approve minutes of three preceding meetings dated May 20, September 4 and September 18, 2008.

3. Report from Chair
<u>List of Potential WIFAC Members for 2008-2009</u>

College of Arts & Sciences – 3 Members
Arts/Humanities – Katrina Bell-Jordan (CMT) or John Casey
Behavioral/Social Science – Jon Hageman (Anthropology)
or Martyn de Bruyn (Political Science)
Math/Science – John Kasmer (Bilogy) or Paulo Acioli (Physics)

College of Education – 2 Members
Joaquin Villegas (Teacher Ed) or Eileen Kaiser (Teacher Ed)

College of Business and Management – 1 Member
Emmanuel Nyadroh (ABLF) or Roger Reinsch (ABLF)

Ex-Officio Members
Kate Hahn CAW Director
Vicki Byard First Year Writing Coordinator
Chris Larsen Writing Lab Coordinator
Effie Kritikos FCAA Chair

- Ex-Officios fill vacancies, cover for absentees.
- Mostafa Maksy (Janalyn Meehan) motioned to approve. Motion approved.

4. Report from Provost

- Provost Frank requested that FCAA membership help with the Strategic Plan at the next meeting (October 16th). For example, how do we initiate prioritization of agendas? How do we consult people? The Provost will speak to all departments of the university.

- The ROTC issue will be discussed in the next meeting.

- FYI – NEIU received a grant in excess of $500,000 from the National Science Foundation a few weeks ago. The four-year grant will support a cohort of students in physical science (physics, earth science and math). The intention of the grant is to attract strong students who graduate in 4 years. The grant provides up to $10,000 per year per student.

- Today the Provost was informed that NEIU received a two-year grant from the Department of Education (similar to Title V). NEIU requested $2 million to create a center for scientific engagement at NEIU. This requires renovation of the Science Building and creation of staff for the center (1 faculty member as director, 1 coordinator, 1 professional advisor in biology and 1 advisor in physical sciences). This will support a major in environmental science. Congratulations from the Provost!

5. Report from Curriculum Committee

- Lesa Davis suggested a motion to approve the proposal for the MLED Program (middle-level education). MLED was reviewed but formal meeting. A majority of staff like the program.
- Dialogue ensued regarding time constraints; whether teachers trained for math and science would also teach language arts (teachers could receive an endorsement to teach language arts); and gender differentiation.
- Provost Larry Frank – The MLED program was initially developed in 2000 and requires complex interdisciplinary (College of Arts & Sciences and College of Education) and intercollegiate coordination (NEIU, Wright and Truman). The Provost thanks Heather Patal and Joann Karr for their efforts.
- Joann Karr – MLED is a new major, one of the first at NEIU since 1995. The proposal next goes to the Board of Trustees and higher boards. Can employ official recruitment as no longer in pilot phase.
- Heather Patal – 12 students graduate in math and science in middle school education. 2 graduated during the first year (2007-2008), 5 graduated during the second year (2006-2007), 15 next year (2008-2009). The proposal passes from FCAA to Provost / Board of Trustees (next meeting in November).
- Chair Effie Kritikos – Motioned to approve the proposal. Motion approved.

6. Report from Co-Chairs of Global Studies Task Force

- Co-chairs are Tracy Luedke and Jason Mohaghegh.
- Development of GSTF is faring well
- GSTF is not comprised of disciplinary slots, so quick replacement from the same department is improper.
- GSTF has held two meetings during the semester thus far. The Co-Chairs engaged with faculty. Identified key issues and themes. There is progress re: development of a Mission Statement. Focus regards major questions including definition of 'global studies' and 'how to craft a useful program for faculty and students'.
- FCAA recommendations:

1) Maximum size of GSTF. 17 current members naturally downsized to maximum of 15 members (given resignation by 2 members). Prior GSTF consensus approved a 15-member task force.
2) Contact non-active members as only 11 members are active at meetings. Send email, ask if wish to continue as member. Invite new members with program-building skills, research interests, and desire to carry workload. Specific discipline is less important than desire to contribute. Chair Effie Kritikos – Raised concern regarding unbalanced membership.
3) Create an Advisory Board as a secondary board to minimize risk of destabilization of core task force committee. An Advisory Board could review course syllabi and initiatives.
4) Continuity of membership is essential. All members should be active.
5) What is the mission of the GSTF? What types of courses are envisioned? 25 Themes are listed – from arts to language, society, political science, economics, etc.
6) As GSTF is a long-term project, FCAA will receive formal reports. Reports will be posted on portal site or directly mailed to FCAA members.
7) Procedures are required to add and subtract GSTF members. A memo should be sent to the entire university regarding how to gain membership on GSTF. Bylaws are needed with regard to membership. Until Bylaws, FCAA approves membership.
8) Help is needed to develop syllabuses.
9) An attendance policy is needed (e.g.: revocation of membership if miss 3 meetings). Given limited time, FCAA may assert procedures immediately.
10) There is much interest in this task force.
11) Tracy Luedke requested that FCAA draft a letter to GSTF and applicants Tracy Luedke may draft the letter and FCAA will approve and distribute the letter. Lesa Davis said best to draft, approve and send letter before next FCAA meeting due to time constraints.
12) Effie Kritikos –The letter will be drafted by the Co-Chairs of the GSTF, circulated to the FCAA via email as soon as possible (before next meeting), approved, and sent to all members of GSTF.

- Lesa Davis – Restated a motion to approve the GSTF Co-Chairs' proposal to:
  1) Not simply replace resignees from GSTF by department and if a member misses 3 meetings the member loses their position on the GSTF;
  2) Limit GSTF to 15 members in future, maintain at 17 members until members resign (without replacement);
  3) Create an advisory committee to report to the GSTF so all faculty may have a voice that does not impede upon the time and process of the GSTF;
  4) Ensure that membership of the GSTF is appointed by FCAA;
  5) Ensure that membership is open to all interested parties; and to
  6) Consider candidates' expertise, ability to do work, and ability to provide whatever help the GSTF my need.

- Mostafa Maksy (Tim Scherman) motion to approve. Motion approved.

- A seat is available for Faculty Senate representative as Mostafa Maksy is an existing member of FS. The liaison reports FS activities to FCAA and has voting right. Dan Milsky volunteered as FS Representative.

7. Report from Lesa Davis, Title Varies Courses

Some Titles Varies courses may be processed via email. Lesa Davis resigns as Chair yet remains on the curriculum committee. She plans to revise criteria for proposals for programs and courses. She remains a member of the curriculum committee. Jon Hageman and Tim Scherman volunteered to Co-Chair the curriculum committee. Chair Kritikos recommended initial face-to-face meetings. Jon Hageman must be added to membership of the curriculum committee.

- The missing anthropology curriculum were found and approved with signature.

- The committee must discuss procedure.

8. New Business

9. Adjournment

Dan Milsky (Tim Scherman) motioned to adjourn. Motion approved at 3:00 pm

Respectfully Submitted,

Mostafa Maksy