

**SEC/VPAA JOINT CONFERENCE  
MINUTES**

October 20, 2009  
2:30 p.m.

Senate Conference Room  
140 McFall Center

**PRESENT:** Judy Adams, Kris Blair, Ken Borland, Dwayne Gremler, Terry Herman, Andy Kurtz, Jacqueline Leclair, Judy Jackson May, Sundeep Mutgi, Ron Shields, Ellen Williams

**CHAIR'S REPORT**

Vice Chair Blair called the meeting to order at 2:30 p.m.

**OLD BUSINESS**

**CUE Update**

Blair called attention to the upcoming Connecting the Undergraduate Experience (CUE) Committee Forums to be held on:

- October 28
- October 29
- October 30
- November 5

The purpose of these forums is to give the university community an opportunity to hear what activities have been completed by the CUE committee to date and to also give opportunity for individuals to share insights and suggestions regarding the conceptual model being used by the CUE committee to frame discussions on future undergraduate programming at BGSU. Blair also announced that Cathi Cardwell would be reporting on CUE at the November 3<sup>rd</sup> Faculty Senate meeting. She also noted that VPAA Borland requested that there be student representation (both undergraduate and graduate) on the CUE committee. Blair asked that Kurtz and Williams, CUE committee members, provide any additional information regarding the progress of CUE. Kurtz commented that the memorandum to the university community from VPAA Borland was an excellent invitation and explanation for the purpose of the CUE forums.

**Update on College Compacts**

Blair indicated that it was her understanding that VPAA Borland had met with the College Deans to discuss the future of the College Compacts. Borland indicated that the future use of the College Compacts were integral to the Strategic Plan Implementation. The content in the College Compacts is very important. The university is looking for ways to capture and use the content of the compacts. On a parallel note, there are units on campus who do not have compacts, but might have other plans or reports such as business plans. Again, he wants to honor those plans. The information from the College Compacts and other Business Plans need to be migrated into templates that align with the Strategic Plan. He recognizes that Colleges won't have time to migrate their compacts into templates to use in the Strategic Plan. The Deans and Borland recognize that it would be of value for departments to revisit their last compacts and to provide any updates that are needed for future planning. The templates that will be part of the Strategic Plan

Implementation will be used to capture the information that is currently found in the compacts.

## **NEW BUSINESS**

### **Strategic Plan Implementation**

VPAA Borland disseminated an outline of a plan for implanting “Charting Our Future,” the Strategic Plan for BGSU. This outline has been shared with the Strategic Plan working group, the Deans, the Cabinet and the Extended Cabinet. There will be a small group of representatives (15 to 20 people) (Deans, Faculty, Representation from Faculty Senate) charged with developing a prototype of a template to use for implementing the Strategic Plan. The Deans and others who are bringing forth budget requests in the spring will be asked to consider migrating information from their current compacts into the newly developed templates. Another part of the Strategic Plan implementation will call for conversation from the university community in the spring to review how BGSU will engage in the University System of Ohio Accountability Reporting. Shields applauded the use of a uniform template to report data across all campus programs. He did question how much time the units/chairs would need to fill out the new templates. Will the template become less useful for unit planning as it becomes more a “reporting out” document for the university use in collecting and reporting data? Borland perceives these templates as maps for strategic planning for each unit financially and academically. Blair asked about timing for submission of templates/ compacts (when would these be due?). Borland is hopeful that the templates will be ready for use in FSBC/UBC budget deliberations in the spring. The VPAA will be using the templates in presenting the budget requests for Academic Affairs. The plan for the Strategic Plan Implementation’s use of the template will become automated in a web-based process. Shields recommended that these templates be done on a two year basis since the funding is conducted on a two year biennium. He also requested that the data base be more accurate between Institutional Data and department and college data. Members of SEC indicated that in some colleges, it appeared that faculty were engaged in dialogue about the content of the compacts, while in some colleges the content was developed and shared only by Deans, Associate Deans and Department Chairs. Blair also requested that there be more feedback to units on the templates/compacts submitted.

### **Academic Reconfiguration Committee (ARC)**

The Deans have been collaboratively developing a White Paper on Reconfiguration. The Deans created this White Paper as a starting point for dialogue about reconfiguration. Borland has met with each of the Deans individually to discuss this White Paper. In order to address reconfiguration, Borland indicated that he had attempted to understand the charter process on reconfiguration. Borland disseminated a handout called the “Routing Slip for Reconfiguration Affecting Two or More Colleges”. Williams indicated that this routing slip had been developed by an ad hoc faculty senate committee to assist in the reconfiguration process. Borland said that he appreciated the routing slip but thought that it might be more applicable for less complex reconfigurations. While the routing slip may be of value in less complex situations, the slip may be less helpful in larger reconfiguration undertakings. Blair indicated that the reconfiguration policy may have been more viable when reconfiguration was an anomaly, not when it would seem that

reconfiguration might become a commonplace occurrence. Borland asked if we could take the information from the Deans' White Paper on reconfiguration and share it with the university community for discussions. Shields commented that the Senate Officers had requested a collaborative discussion on the topic of reconfiguration even before the Deans' discussion groups were formed. Williams voiced concern that the university community should be apprised of the purpose for the White Paper and of the purpose for the reconfiguration discussions. Is the purpose of reconfiguration for improving the academic situation at BGSU or is it for the purpose of cost reduction? Judy Adams suggested that the Senate Executive Committee might meet with the Deans to discuss their White Paper. Williams indicated that the Senate Officers had suggested that SEC and CAA could be included in dialogue on this topic. Blair indicated that the university community is anxious to hear about these models/recommendations from the Deans. When will they be rolled out? Borland indicated that he would share the White Paper with SEC and then he would share the information/points for discussion with the university community. Borland will share the Deans' recommendations on reconfiguration at the October 27<sup>th</sup> SEC meeting.

### **Caps on Course Enrollments**

Borland shared a memorandum that he had sent to Deans, ADeans, Chairs and Directors, Deans' Council and the Registrar's Office on "Course Caps." The following statements were included in this memorandum regarding course caps:

1. Course cap decisions, made by the deans, must be made in the pedagogy-content-instructional resource context.
2. The deans' course cap decisions must be made with a stewardship commitment to fill course sections to their approved caps.
3. The dean's course cap decisions must be made via the fundamental practice of collegial transparent, two-way faculty-chair and chair-dean communications.

### **ADJOURNMENT**

Blair adjourned the meeting at 4:30 p.m.

Respectfully submitted,

Ellen Ursula Williams  
Faculty Senate Secretary