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## Faculty Senate meeting minutes: 02/09/2005

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TO: FACULTY SENATE  
 FROM: CHARLES H. ELLIS, Jr., SECRETARY, FACULTY SENATE  
 SUBJECT: MINUTES, 2004-05 FACULTY SENATE MEETING, 9 FEBRUARY 2005

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Present: (Professors) Bannister, Bansil, Blank, De Ritis, Ellis, Glod, Hansberry, Heiman, Herman, Krishnamoorthy, Kruger, Lowndes, Margotta, McKnight, Melachrinoudis, Peterfreund, Sherman, Vaughn, Wiseman, Wray  
 (Administrators) Finkelstein, Onan

Absent: (Professors) Alper, Bobcean, Futrelle, Marshall, Morrison, Powers-Lee, Reynolds, Robinson, Schaffer, Shafai, Sherwood  
 (Administrators) Abdelal, Falcon, Hill, Moore, Soyster, Spieler, Stellar, Zoloth

Professor Lowndes convened the meeting at 11:58 a.m., since Provost Abdelal was attending the SGA luncheon.

I. **SAC Report.** Professor Lowndes reported the following.

- A. **Meetings.** SAC has met three times in regular session since the last Senate meeting. In addition, SAC met in an extended meeting with Provost Abdelal. The meeting with the Provost focused on two issues – the implementation of the workload policy, and the creation of a Senate Committee to address various issues concerning the calendar.

In terms of the workload policy, it is clear for logistical reasons and perhaps budgetary ones that the workload policy cannot be implemented until the 2006-07 academic year at the earliest. The Provost indicated that he would send a clear statement of the steps needed to be taken, and by when, to the deans and chairs. There are basically three steps to be followed by each unit: the faculty determination of the particular metrics (courses, credit hours, class size, etc.) to be used in the unit; the selection of the matchmates; and the acquisition of the appropriate data from the matchmates by the Office of the Provost.

It was agreed that it was very important to act now to address the various issues related to the calendar. The SAC will therefore establish a broad-based committee to accomplish this. The current list of issues for the committee includes the summer term, a change to 3-credit 50 minute courses, the current sequencing, and 4/6 month coops. SAC welcomes suggestions on any additional issues.

- B. **Apportionment.** Letters have been sent to the deans concerning elections to the Senate for 2005-06. The apportionment data are as follows:

	2004-05		2005-06	
	Faculty	Senators	Faculty	Senators
Arts and Sciences	282	15	292	14
Bouvé	74	4	78	4
Business	74	4	79	4
CIS	24	1	24	1
Criminal Justice	15	1	16	1
Engineering	82	4	89	4
Law	29	1	31	2
Totals	580	30	609	30

- C. **Resolution.** President Freeland has approved the Senate resolution (passed 1/12/05) to eliminate the Master of Science in Rehabilitation Counseling.

D. **Next Meeting: Wednesday, February 16 at 11:45 a.m. in Raytheon Amphitheater (240 EC).**

II. **Question and Discussion Time.** There were no questions.

Professor Lowndes explained that, because this meeting had been added to the schedule in response to the press of business, the Provost and several other Senators could not attend because of previous commitments.

In the interest of time, Professor Lowndes asked that the Senate postpone the minutes to later in the meeting and consider the action items first.

- III. **Academic Policy Committee Resolution on the 2005-06 Academic Calendar** . Professor Herman moved the following resolution, and the motion was seconded.

**BE IT RESOLVED That the Faculty Senate endorse the revised semester calendar for the 2005-06 academic year for full-time undergraduate and semester-based graduate programs, and**

**BE IT FURTHER RESOLVED That this calendar form the model for subsequent academic calendars.**

Professor Herman explained that the calendar had been proposed by Registrar Allen in response to suggestions from faculty, administrators, and students. It succeeded in creating two more Mondays for classes and moved Spring Break to the second week in March.

Professor Vaughn reported that, as did Northeastern over many years, many schools substitute another day for a holiday Monday, and some even utilize Saturdays or Sundays. Registrar Allen responded that she hoped to reduce such administrative days, but would be willing to look into this.

Professor Kruger expressed concern about the Tuesday noon deadline for Monday graduate course grades because it would be difficult for those who teach large classes on Mondays and must grade essay exams. Registrar Allen replied that the Registrar's Office has always allowed some flexibility for this and agreed that these grades could still be processed for graduation were they to come in by Wednesday at noon.

Professor Kruger suggested that the resolution set the deadline as Wednesday noon for Monday graduate class grades, and this was accepted as a friendly amendment.

Registrar Allen noted that she would be willing to work with the faculty regarding artificial Mondays to balance courses over the two semesters, and on classrooms and space in order to accommodate the needs of students in the regular programs and those in Law and SPCS.

There being no objection, the Senate turned to a vote.

Vote: PASSED, 19-0-0.

- IV. **Proposed Master of Science in Corporate and Organizational Communication** . Professor Peterfreund moved the following resolution and the motion was seconded.

**BE IT RESOLVED That the Faculty Senate approve the proposed Master of Science in Corporate and Organizational Communication in the School of Professional and Continuing Studies as approved by the Graduate Council on 3 December 2004.**

The floor was yielded to Professor Zarembo, who explained that this would be a solid academic program that blends practice and theory. It would be the only such program in the area and would attract a large number of students, many of whom have already expressed interest.

There being no objection, the Senate turned to a vote.

Vote: PASSED, 20-0-0.

- V. **Proposed Master of Science in Regulatory Affairs for Drugs, Biologics, and Medical Devices** . Professor Peterfreund moved the following resolution and the motion was seconded.

**BE IT RESOLVED That the Faculty Senate approve the proposed Master of Science in Regulatory Affairs for Drugs, Biologics, and Medical Devices in the School of Professional and Continuing Studies as approved by the Graduate Council on 3 December 2004.**

The floor was yielded to Vice President Hopey who reported high interest in this field nationally. We have 97 students in the undergraduate program, many of whom would like to go on to the master's degree. The program, if all goes as successfully in the next five years as is anticipated, will go back to the School of Pharmacy.

There being no objection, the Senate turned to a vote.

Vote: PASSED, 20-0-0.

- VI. **Ad Hoc Committee to Review the Faculty Handbook.** Professor Ellis corrected the date in the resolution, previously postponed, to reflect that of the revised draft. He moved the following resolution and the motion was seconded.

**BE IT RESOLVED That the Faculty Senate approves the revised Faculty Senate By-Laws as presented in the Revised Draft (1/10/05) from the *ad hoc* Committee to Review the Faculty Handbook, to be submitted to the Teaching Faculty for a ratification vote.**

Professor Onan expressed concern that no footnotes were included to show the history of when items in the by-laws originated. Professor Ellis responded that the committee had been working from the previous committee's text, which did not have footnotes. He offered to put footnotes in the sections or endnotes at the end.

Motion. Professor Onan moved that the history of changes to the Handbook be preserved by either footnotes or endnotes. Professor Ellis accepted the motion as a friendly amendment that would allow the committee to decide the format.

Professor Onan suggested adding "and operations" after "heads" in item 1 of section g, Administrator Evaluation Oversight Committee. Professor Ellis accepted this as a friendly amendment.

Professor Herman pointed out that all evaluation committees look at both operations and leadership. Professor Ellis added that the evaluation committees function under the aegis of the oversight committee.

There being no objection, the Senate turned to a vote.

Vote: PASSED, 20-0-0.

- VII. **Student Government Association Resolution on Student Identification Numbers.** Professor Peterfreund moved the following resolution and the motion was seconded. The resolution read as follows.

**BE IT RESOLVED That the Faculty Senate endorse the following Student Government Association resolution:**

**RESOLVED: That the University no longer issue Social Security numbers as student identification numbers, starting with the incoming class of 2010 and all incoming students thereafter; and**

**BE IT FURTHER RESOLVED: That the University reaffirm and publicize its policy that the University Community not use Social Security numbers in any postings, in accordance with the Family Education Rights and Privacy Act; and**

**BE IT FURTHER RESOLVED: That the University Registrar better advertise that current students may change their student identification numbers; and**

**BE IT FURTHER RESOLVED: That the necessary resources be provided so that this transition is completed as rapidly as possible.**

Professor Herman, advisor to the SGA, explained that no interface currently exists to prevent the kind of identity theft that has occurred at other schools such as the 30,000 Social Security numbers stolen from students and staff at George Mason University by computer hackers. A number of other institutions have taken steps to replace Social Security numbers as student identification numbers. Although the change should be made as quickly as possible, technical problems must be overcome in order to effect it.

Professor Onan asked why the resolution did not include faculty and staff. Professor Lowndes responded that the Agenda Committee had transmitted it to the Senate as passed by the SGA.

For clarity, Professor Herman suggested substituting “class entering in September 2005” for “incoming class of 2010” and this was accepted as a friendly amendment.

The floor was yielded to Leslie Hitch, Director of Academic Technology Services, who did not know the cost of the change to the current system but assured the body that she was looking into ways to solve the problem.

Professor Lowndes pointed out that the sense of the motion was to support the students and to encourage the administration to correct the situation.

There being no further discussion, the Senate turned to a vote.

As amended, the resolution read as follows:

**BE IT RESOLVED That the Faculty Senate endorse the following Student Government Association resolution:**

**RESOLVED: That the University no longer issue Social Security numbers as student identification numbers, starting with the class entering in September 2005 and all incoming students thereafter; and**

**BE IT FURTHER RESOLVED: That the University reaffirm and publicize its policy that the University Community not use Social Security numbers in any postings, in accordance with the Family Education Rights and Privacy Act; and**

**BE IT FURTHER RESOLVED: That the University Registrar better advertise that current students may change their student identification numbers; and**

**BE IT FURTHER RESOLVED: That the necessary resources be provided so that this transition is completed as rapidly as possible.**

Vote: PASSED, 20-0-0.

Adjourned at 12:55 p.m.

Respectfully submitted,

Charles H. Ellis, Jr.  
Secretary