

THE UNIVERSITY SENATE OF MICHIGAN TECHNOLOGICAL UNIVERSITY

Minutes of Meeting 404

7 April 2004

SYNOPSIS:

1. Interim President Glenn Mroz addressed the Senate. He thanked the Senate for its work this academic year, urged the Senate and the University Community to work together to address the University's current budget problems, distributed a FY2005 and FY2006 Budget and Planning, and informed the Senate that Board of Control members David Brule and Mike Henricksen will visit the Senate next week for an informal discussion.
2. President Keen informed the Senate that the Dickmeyer report is available on the Senate web site and that he will not stand for re-election in upcoming officer elections.
3. The Senate heard a report from Finance Committee Co-Chair Larry Davis previously presented at the 5 March Board of Control meeting.
4. The Senate approved an amendment to Proposal 24-04, Title and Administrative Position of Dean that will be discussed at the next meeting.
5. The Senate approved the following proposals: 28-04, Additional Grades of 'E*' and 'U*' Indicating Academic Dishonesty; 29-04, New Grade of 'IS' for Courses In-Session at Grade Deadline; 30-04, Amendments to the Academic Renewal Policy; 31-04, BS Program in Wildlife Ecology and Management; 32-04, BS Program in Engineering Technology, Concentration in Construction Management Technology; 33-04, BS Program in Electrical Engineering, Concentration in Photonics; 34-04, Termination of the Minor in Speech Presentation; and 35-04, BS Program in Mathematical Sciences, Concentration in Education Program.
6. Proposals 37-04, BS Program in Biological Sciences, Fish Biology Concentration and 38-04, Formats for Proposing New Academic Programs were introduced and will be discussed at meeting 405.

President Robert Keen called University Senate Meeting 404 to order at 5:31 p.m., Wednesday, 7 April 2004, in Room B45 EERC.

1. ROLL CALL OF SENATORS

Secretary Terry Monson called roll. Absent were Senators from Army/Air Force ROTC, Civil and Environmental Engineering, Humanities, Keweenaw Research Center, Academic Services - Engineering, Auxiliary Enterprises, Finance and Advancement, Research and Graduate School/University Relations/Administrative Offices, and Student Affairs and Educational Opportunity. Liaisons in attendance were Ryan VanDenHeuvel (USG) and Becky Christianson (Staff Council).

2. RECOGNITION OF VISITORS

Visitors included Debbie Lassila (Human Resources), Timothy Schultz (Electrical and Computer Engineering), Andrew Storer (SFRES), Peg Gale (SFRES), Max Seel (Sciences and Arts), Larry Sutter (School of Technology), Kent Wray (Provost), Sharron Paris (OSRR), and Marcia Goodrich (*Tech Topics*).

3. APPROVAL OF AGENDA

President Keen presented the agenda and asked for modifications or additions. There were no modifications or additions and there were no objections to the agenda. [Appendix A. NOTE:

Only official senate and library archival copies of the minutes will contain a full complement of appendices.]

4. GLENN MROZ, INTERIM UNIVERSITY PRESIDENT

Glenn Mroz, Interim University President, addressed the Senate.

He began by recalling his years of service in the Senate and thanked the Senate for its work during this academic year, which included proposals for new degree programs that broaden MTU's degree offerings. Then he recommended a book by Jim Collins, who analyzed 3000+ publicly traded companies to identify those that performed better than the stock market over a period of 15 years. In this book, Collins interviewed Admiral Stockdale, the longest serving prisoner of war in Vietnam. His Vietnam experiences convinced Stockdale that those surviving the prisoner of war experience were those who faced the brutal realities while keeping their vision focused. The same is true for successful companies.

Mroz thought that MTU's present situation was similar. MTU needs to face the brutal realities of declining state appropriations and low enrollment growth while focusing upon its vision of becoming a national university of choice. He believes that MTU is on the verge or has become a national university of choice, given recent national rankings of several of its engineering departments.

The University will address these realities over the next several months. To do so, Mroz states that trust is needed since, without trust, there is no flexibility. Trust and flexibility are needed to address these realities. He indicated that the University will deal with these issues in an open and honest a manner as possible, distributed a FY2005 and FY2006 Budget and Planning Timeline [**Appendix B**], and said that the following budget related reports will be available shortly on the Planning and Budgeting website: Reports of the various planning committees (deans, staff, faculty, horizontal reductions), the Tuition Differential Report, the Budget Consultants Report, the Audit Report on Tuition, and the Budget Review Committee Report. The Timeline includes a May 7 Preliminary Budget Report to the Board of Control, May 10-June 14 discussions with the Executive Council, Deans' Council, and the Senate Finance Committee regarding possible budget reduction actions, presentations of FY05 Budget Scenarios to the Board of Control's Finance Committee and to the campus community, and development of a strategic process to deal with the structural deficit in FY06.

Besides the budget situation, he identified other issues to be addressed such as enrollment, employee training and morale, and improved communication across campus. He felt that if we all worked together, the University would be able to make the necessary decisions to stabilize the budget and increase enrollment.

He announced that Board of Control members David Brule and Mike Henricksen will visit the Senate on Wednesday, April 14, to open communication between the Senate and the Board, which will help both groups to understand each other better.

The Senate thanked the Interim President with a large round of applause.

5. PRESIDENT'S REPORT

President Keen's remarks included:

1. Nominating forms for senators at-large are being circulated. They should be returned to Senate officers or Jeanne Meyers as soon as possible.
2. Several proposals are expected during the next few weeks, including two from the Computer Committee on the wireless issue, a proposal for the evaluation of college deans, and a proposal amending the sabbatical leave procedure.

3. An agenda for the Senate meeting with David Brule and Mike Henricksen (5:30 p.m., Wednesday, April 14) will be circulated shortly. This meeting is informal and open only to Senators. It will not be taped nor will minutes be taken.

4. The Dickmeyer report is available on the University web site. Senators should review the report to determine if it satisfies Proposal 10-04, Request for Independent Review of Systemic Financial Problems at Michigan Tech, which states: "The faculty and professional staff ask the Board of Control to use any necessary means to set up an independent review of the systemic financial problems of the University. We request recommendations on needed improvements of our budgeting and financial structure, on the qualifications of persons needed in that structure and on the process of deciding priorities of expenditures." The report contains other recommendations concerning University budgeting practices. While controversial, these recommendations are not germane to Proposal 10-04. The Senate will vote on the report at its meeting on Wednesday, April 28 and may schedule informal discussion of the report at meeting 405 on April 21.

5. Officer elections are scheduled for a special meeting to be held before the April 28 meeting. President Keen will not stand for re-election. Senate officers are elected for one year terms.

Senator Jim Turnquist commented that the restructuring of Student Services may affect Senate constituencies. President Keen responded that the Senate Executive Committee will need to rework Senate constituencies to account for this restructuring.

Senator Scott Pollins asked if the Senate should wait until units are realigned before conducting elections for Senate officers. President Keen responded negatively and encouraged Senators to nominate candidates for Senate officers since the realignment would be effective next academic year.

Senator Dickie Selfe asked if all officers are elected for one year terms. President Keen responded affirmatively.

6. COMMITTEE REPORTS

Budget Projection Report

Larry Davis, Senate Finance Committee Co-Chair presented the report of the so-called Kershner-Keen Committee. His presentation was essentially the same as that given to the Board of Control at its 5 March 2004 meeting.

He began by outlining the Committee's charge, namely an independent projection of FY2004 and FY2005 balances, focusing upon the General Fund, which accounts for the University's core operations. The intention of the Committee was to remove uncertainty about FY04 and FY05 budget projections. Davis indicated that the Committee's charge was not to assign blame for previous inaccurate estimates of the budget balance. As a result, the Committee was able to obtain information from a range of sources without recrimination and he thanked everyone who contributed to the Committee's work.

He then reminded the Senate that the Committee's projections may be subject to error since they predict an unknown future. Since MTU's combined expenditures are about \$150 million, a 1% error represents \$1.5 million, which means that, if the projections are 99 percent correct, there may be a \$1.5 million over or understatement of the FY05 budget balance.

He distributed summary tables of the Committee's findings [**Appendix C**]. The first table compared the Committee's projections for FY04 and FY05, which were deficits of \$1.9 million in FY04 and \$4.1 million in FY05. He commented further on the FY04 deficit, which may be larger (-\$3.0 million) since the Board of Control approved \$1.1 million of additional expenditures at its 5 March 2004 meeting. The Committee did not include this spending in its FY04 projection. The

Board also approved \$1.4 carry forwards on student lab fee accounts, which Davis felt would have a small impact upon the deficit since the carry forwards would not be entirely spent in FY04.

The Committee's second table compared the FY04 Adopted Budget to the Committee's FY04 projection. The projection includes a \$7.4 million tuition shortfall and \$2.1 million lower State Appropriations. These are partially offset by lower than expected financial aid expenditures, salaries, wages, and fringes, SS&E expenditures, and utility costs, reduced transfers from the General Fund, increased transfers into the General Fund, and some interest on bonded indebtedness paid by the Plant Fund.

The Committee's third table gives the Committee's FY05 projection. This projection was based upon adjustments made to the FY04 Adopted Budget that included the Committee's lower tuition estimate using projected FY04 tuition plus the 2.4 percent increase allowed under the Governor's plan, lower financial aid, and continuation of the Plant Fund payment of bonded indebtedness interest. The FY05 Projection also reflects corrections that the Committee made to the FY04 budget and does not include new or one-time commitments estimated at \$1.5 million. Hence, without any other changes, the FY05 structural deficit could be on the order of \$5.6 million (the projected \$4.1 million plus the \$1.5 million of new/one-time commitments).

Davis commented that the University should expect surprises that could increase or decrease the deficit. Surprises this year included lower MPSEER health costs, lower utilities, and a refund on the University's fire insurance.

Senator John Pilling asked Davis if there was a deficit at the bank, i.e., does MTU need to borrow to meet its obligations.

Davis responded that the University has \$50 million of bonded indebtedness but there is no cash flow problem.

Pilling asked again if there was a deficit to be financed. Davis responded that the University has overspent in certain funds but, when all funds are included, there is no cash flow issue.

Senator Dickie Selfe asked about lab fee carry forwards. He felt that it is easy to spend them since they may not be allowed in the future. The University has to assure personnel who operate computing and other labs that carry forwards will be allowed in the future. Senator Jim Pickens responded that the Board of Control realized that carry forwards were necessary for student lab fees prior to the Senate Finance Committee's discussion with the Board before its 5 March meeting. Davis commented further that the Board realized that there is a moral obligation to allow these carry forwards.

Senator Susan Amato-Henderson commented that the University may see changes in departments' budgeting practices if departmental carry forwards are not allowed.

Senator Jim Turnquist asked how the FY05 tuition and fees estimates were made. Davis responded that FY04 projected tuition and fees were based upon Enrollment Management's enrollment estimates and a 2.4% tuition increase.

Senator Pickens responded to the earlier question of Senator Pilling by stating that the University has enough cash on hand and does not need access to a line of credit to finance its General Fund deficit. Davis reiterated that surpluses in some of the University other accounts offset the General Fund deficit.

7. UNFINISHED BUSINESS

A. Proposal 24-04, Title and Administrative Position of Dean [See minutes, page 10736,

for a copy of this proposal]

In meeting 403, the Senate tabled discussion of this proposal until meeting 404.

Senator Marilyn Cooper MOVED (Senator Pickens support) to amend Proposal 24-04 with a completely new text (see below). The amended proposal allows the appointment of administrative deans who may use the title of dean for external purposes.

Substitute Proposal 24-04

THE TITLE AND ADMINISTRATIVE POSITION OF DEAN

The title and administrative position of Dean has traditionally entailed administration of a school or college of a university. Unlike directors of other units within the university, deans bear responsibility for the academic mission of the university to educate undergraduate and graduate students and to engage in research.

The title of Dean has also been employed for administrators of other programs. Because such deans have different responsibilities than Deans of schools or colleges, the official title and administrative position of Dean shall be reserved only for the chief administrative officer of a school or a college with degree-granting programs. In order to clearly distinguish the two types of Deans, for internal use (job descriptions, policies on responsibilities and procedures) the official title for administrators of other units with programs, and of the Dean of Students, shall be Administrative Dean. For everyday use and for uses external to the university, the title of Administrative Dean may be shortened to Dean.

President Keen asked Provost Wray to explain why the external use of the title of dean is necessary. Provost Wray responded that the Executive Director of the Center for International Education (Jim P. Cross) felt the title of dean would help him negotiate on behalf of the University with foreign universities. Cross' experience has been that the title Executive Director is not known by many foreign universities. They do not know if it represents a middle manager or someone able to negotiate on behalf of MTU.

President Keen noted that, if the amended proposal is approved, he would rule the amendment to be a substantive change that would require reconsideration at the next Senate meeting.

Senator Erik Nordberg asked if there were any rights, responsibilities, or increased salary associated with the title of administrative dean.

Senator Ron Roblee asked if administrative deans would have a review process similar to those of academic deans.

Provost Wray responded that there would be no salary increase associated with Cross' new title.

Senator Pickens asked if administrative deans will serve on the Deans' Council. Provost Wray responded that he most likely would ask Cross to come to Deans' Council meetings so that the academic deans would better understand what is occurring with MTU's international programs.

Senator Tony Rogers asked if the voting unit on this amendment included the entire Senate. President Keen responded that the entire Senate could vote since it is a procedural question. However, only academic units and senators at-large could vote on the amended proposal.

The motion passed in a voice vote.

B. Proposal 28-04, Additional Grades of 'E*' and 'U*' Indicating Academic Dishonesty [See minutes page 10822, for a copy of this proposal.]

Senator Monson MOVED (Senator Susan Martin supported) to approve Proposal 28-04.

Senator Alan Brokaw asked why an instructor could not simply fail students for academic dishonesty in audit courses.

President Keen responded that there is no failing grade in an audit course.

Senator Bill Gregg asked if the asterisk grades appear on students' transcripts.

Sharron Paris (OSRR) responded affirmatively.

Gregg responded that there is nothing in the University's grading policy that allows the use of asterisk grades on students' transcripts and wondered if the Board of Control had approved the use of asterisk grades on transcripts.

President Keen suggested that the Senate should approve this proposal and ask that it be sent to the Board for its approval.

Senator Don Beck raised the issue of possible lawsuits if asterisk grades are used for external purposes.

The motion carried in a voice vote.

C. Proposal 29-04, New Grade of 'IS' for Courses In-Session at Grade Deadline [See minutes, page 10823, for a copy of this proposal.]

Senator Deb Bruch MOVED (Senator Cooper support) to approve this proposal.

Senator Brokaw commented that this proposal is a good idea.

The motion passed in a voice vote.

D. Proposal 30-04, Amendments to the Academic Renewal Policy [See minutes, page 10824, for a copy of this proposal.]

The Senate will vote on the report at its meeting on Wednesday, April 28 and may schedule informal discussion of the report at meeting 405 on April 21.

Senator Bruch MOVED (Senator Gregg support) to approve this proposal.

The motion carried in a voice vote.

E. Proposal 31-04, BS Program in Wildlife Ecology and Management [See minutes, page 10825, for a copy of this proposal.]

Senator Cooper MOVED (Senator Turnquist support) to approve this proposal.

Dean Max Seel (Sciences and Arts) commented that this program is also a good idea.

The motion passed in a voice vote

F. Proposal 32-04, BS Program in Engineering Technology, Concentration in Construction Management Technology [See minutes, page 10836, for a copy of this proposal.]

Senator Gregg MOVED (Senator Pollins support) to approve this proposal.

Senator Turnquist asked if this degree will be changed to a BS in Construction Management Technology at some future time. Larry Sutter (School of Technology) responded that this degree is a concentration within the BS in Engineering Technology degree program.

Senator Bahne Cornilsen asked if the Senate needs to approve concentrations. President Keen responded affirmatively.

Senator Roblee indicated that the issue of a separate degree was discussed in the Curricular Policy Committee. At some future time, there may be a need to break the BSET degree into separate degrees. However, for now, the School of Technology wishes to use this program as a concentration.

Senator Gregg commented that some current concentrations could be introduced as degree programs since they are very close to being separate degree programs.

Senator Amato-Henderson recommended that concentrations should be converted to degree programs since, in comparison to other state universities, MTU has few degree programs, but many concentrations.

The motion passed in a voice vote.

G. Proposal 33-04, BS Program in Electrical Engineering, Concentration in Photonics [See minutes, page 10844, for a copy of this proposal.]

Senator Gregg MOVED (Senator Dennis Hagenbuch support) to approve this proposal.

Senator Turnquist commented that the Department of Electrical and Computer Engineering once had concentrations, then gave them up, and now is bringing them back.

Senator Pilling asked if there were any plans to coordinate this program with the Department of Materials Science and Engineering.

Tim Schultz (Electrical and Computer Engineering) responded that his department has considered coordination and is open to cooperation with Materials Engineering.

The motion passed in a voice vote.

H. Proposal 34-04, Termination of the Minor in Speech Presentation [See minutes, page 10847, for a copy of this proposal.]

Senator Bruch MOVED (Senator Dickie Selfe support) to approve this proposal.

The motion carried in a voice vote.

I. Proposal 35-04, BS Program in Mathematical Sciences, Concentration in Education Preparation [See minutes, page 10848, for a copy of this proposal.]

Senate Substitute (Mathematical Sciences) David Olson MOVED (Senator Ching-Kuang Shene support) to approve this proposal.

Senator Monson asked if there is a demand for this program. Olson responded that students who enroll in this program plan to teach in community colleges or pursue a MA in Teaching or will teach in inner city schools where they can earn state certification as they teach.

The motion passed in a voice vote.

8. NEW BUSINESS

The following proposals were introduced during meeting 404. They will be discussed at meeting 405. Senators should obtain input from their constituents on these proposals.

A. Proposal 37-04, BS Program in Biological Sciences, Fish Biology Concentration [Appendix D]

Senator Gregg observed that the Senate needs to approve new concentrations since they are

examined by the State Academic Officers and that the Curricular Policy Committee recommended approval of this proposal.

Senator Pickens stated that the Finance Committee had reviewed this proposal and found no adverse financial impact. The one new course introduced in the proposal will be covered by internal resource allocation in the Department of Biological Sciences.

B. Proposal 38-04, Formats for Proposing New Academic Programs [Appendix E]

Senator Gregg introduced this proposal, which will help the Curricular Policy Committee review proposals and will respond to requests by departments for assistance in preparing proposals for new programs. The mechanics of the proposal are based upon the State Academic Officers' format with the addition of a few items for MTU internal use. He also made several minor changes in the proposal. For the format for new degree programs, add the following bold phrase to number 6 Curriculum Design **(refer to format of degree audit form). Indicate subject areas to be used for Departmental GPA calculation** and add a new number **9. Computing Access Fee**. For the format for new concentrations, add the bold phrase in parentheses to number 4 Curriculum Design **(refer to format of degree audit form)**.

Senator Selfe asked if the Committee considered including course computing fees in the templates. Senator Gregg responded that departments could include whatever fees they felt important.

9. ADJOURNMENT

Senator Bruch MOVED (Senator Turnquist support) to adjourn. The motion carried and Senate meeting 404 adjourned at 7:05 p.m.

Respectfully submitted by Terry Monson
Secretary of the University Senate