

## FACULTY SENATE MINUTES FOR August 31, 2004 (Vol. XXXIII, No. 2)

The 2004 – 2005 Faculty Senate minutes and other information are available on the Web at <http://www.eiu.edu/~FacSen> The Faculty Senate agenda is posted weekly on the Web, at Coleman Hall 3556 and on the third-level bulletin board in Booth Library. Note: These minutes are not a complete verbatim transcript of the Senate meeting.

**Call to Faculty: Please respond to Chair Carpenter ([cfdac@eiu.edu](mailto:cfdac@eiu.edu)) if you have any items that you feel Faculty Senate should address in its Future Agenda section.**

**I. Call to order by Chair David Carpenter at 2:00 p.m.** (Library Conference Room, Booth Library)

Present: J. Allison, J. Ashley, A. Brownson, D. Carpenter, L. Comerford, B. Fischer, A. HaileMariam, J. Kilgore, M. Monipallil, W. Ogbomo, J. Pommier, J. Stimac, B. Wilson, and J. Wolski.

Guests: B. Lord (Provost and VPAA), M. Hanner (Dean, COS), W. Hine (Dean, SCE), S. Rich (Alumni Services), and J. McKenzie (Alumni Services).

**II. Approval of Minutes of 24 August 2004.**

Motion (Allison / Kilgore) to approve the Minutes of 24 August 2004. Yes: J. Allison, J. Ashley, A. Brownson, D. Carpenter, L. Comerford, B. Fischer, A. HaileMariam, J. Kilgore, M. Monipallil, W. Ogbomo, J. Stimac, B. Wilson, and J. Wolski. Abstain: J. Pommier.

**III. Announcements**

- A. Faculty Luncheon with President and Provost, 1 September, Grand Ballroom
- B. Other

**IV. Communications**

- A. Memo of 15 July 2004 from Les Hyder, re: IBHE; T.R. Lamont has been named acting executive director of IBHE; J. L. Kaplan released a statement saying he is opposed to community colleges offering bachelor's degrees; the Priorities, Productivity and Accountability Committee addressed online instruction and faculty work.
- B. Memo of 18 August 2004 from Steve Rich, re: annual fund and invitation to address Senate
- C. Memo of 26 August from Provost Lord, re: 2006 – 2007 Academic Calendar. The memo will be discussed in further detail at the next Senate meeting.
- D. Memo of 27 August 2004 from Judy Gorrell, re: Senate Exec. Comm. Meetings with President and Provost
- E. Memo from Robin Murray [no date] concerning the Radio/TV Board's decision of 28 July to change formatting. After a brief discussion, it was decided that J. Owens, R. Sailors, R. Murray, and other interested parties would be invited to Senate to discuss this issue.

**V. Old Business**

- A. Committee Reports
  - 1. Executive Committee: notice that Executive Committee meetings with the President and Provost have been scheduled (9/13, 10/11, 11/8, and 12/13).
  - 2. Nominations Committee: Pommier will chair.
  - 3. Elections Committee: Wolski will chair.
  - 4. Faculty – Student Relations: Benedict will chair.
  - 5. Faculty – Staff Relations: Wilson will chair
  - 6. Luis Clay Mendez Distinguished Service Award Committee: Pommier will chair
  - 7. Other Reports: none
- B. Proposed Evaluation of Administrators: additional discussion was postponed until next Senate meeting in order to correct a few typographical mistakes.
- C. Proposed Consolidation of Offices of Media Relations and of Publications into Office of University Communications (proposal sent to Senate by VP Nilsen on 20 August)
- D. Other

## VI. New Business

- A. Alumni Services / Charges & Telefund Activities: J. McKenzie presented information to the Senate concerning the ongoing success Alumni Services has had with the Annual Fund. Donation totals to departments have increased in FY04 to ~\$224,000, up from FY03 (~\$139,000), FY02 (~\$141,000), FY01 (~\$176,000), and FY00 (~\$180,000). With respect to alumni giving, there are 5957 giving to Eastern Illinois University, up 613 new donors. With respect to the expense ratio, the current expense ratio is 20%. This is below the previously reported expected ratio of 33% owing to one-time revenues resulting in approximately 13% (~\$11,500) of donations returned to departments. S. Rich indicated one-time revenues (e.g., some Alumni Services funding, monies from the Office of the VP for External Relations, etc.) were used to help offset the expenses, thus bringing down the ratio. S. Rich additionally stated that if there were a surplus again this year, it would be returned to the departments. J. McKenzie further indicated that the return of the funds took place within a matter of weeks after the drive was completed. Goals for next year include increased revenue, increasing the number of alumni participating, and extending the Annual Fund to more of a year-round event that would include mailings, telephone calls, and special appeals (e.g., by class year, owing to special circumstances like the Blair Hall fire, etc.). Senator Carpenter asked if the special appeal that was sent out to alumni of the departments involved in the Blair Hall fire helped. S. Rich said that it raised at least \$4,000 for the various departments. Other new models or methods that might be tried include using Eastern Illinois University students calling from 9<sup>th</sup> Street Hall, calling proven donors, or initiating a Parent Fund in which parents donate to their child's department. Another success was sending out the alumni publication *Old Main Line* to all known alumni, using a brochure that included a self-mailer, prior calling and a mailer sent to known alumni, sending a mailer to alumni with outdated phone numbers asking for an update, sending or calling with a "Thank You" to donors or those that could not be reached, mailing reminders to those who made pledges, and bar coding all mailers so that a database could be easily constructed. Senator Pommier applauded Alumni Services efforts since he initially had reservations. J. McKenzie informed the Senate that student callers have a "Blue Book" (name is based on the color of the binding) from which they refer to information provided by departmental chairs when talking about the different departments. S. Rich said that each department chair has been asked to supply current information that they would like given to potential donors. Senator Pommier then brought up the question of Eastern Illinois University's current ranking in *U.S. News and World Report's* annual campus "America's Best Colleges" and how it is affected by the number of annual donors and the amount. Senator Monipallil believed that other college and university campaigns told prospective donors their rankings so that they would encourage additional donations. During a general discussion it was mentioned that even a \$1 donation would help boost our donor ranking which in turn would help boost our overall rankings. S. Rich mentioned that Alumni Services has been trying to get recent graduates to start donating. Alumni Services is considering senior class gifts, a practice that used to be used a great deal. This gets the alumni into the habit of giving early and reaching out to all alumni. S. Rich mentioned that these donations make up ~6% of all donations to Eastern Illinois University, but are very important to departments. Senator Ashley asked about any possible expenses incurred receiving unsolicited donations. S. Rich assured the Senate that while there is overhead associated with such donations, that none of the donation is used to cover that expense and that all it goes to its intended recipient. Senator Ashley also asked about Ruffalo Cody and was informed by S. Rich that Ruffalo Cody could still be used for a portion of the campaign, but that it would be used to only contact non-donors. Ruffalo Cody's costs were ~\$12,000 last campaign. Senator Kilgore asked about any possible alienation that donors might feel when repeatedly asked for money and if the alumni are told of the expenses involved with the campaign. J. McKenzie replied that donors are never pressured and that if they ask, which is rare, they are told of all the costs and exactly what percent of their donation makes it to the departments. S. Rich emphasized that donors are never mislead concerning their donations. Senator Monipallil asked about special recognition that might be given to large donors from the various colleges and departments. S. Rich said that Alumni Services would be very happy to help in any type of recognition (e.g., names published, donors brought to campus, etc.) that the colleges or departments wanted to do. Senator Wolski asked if departments automatically get donor information so that departments can thank them. S. Rich replied that personnel in the various colleges do get the names of the donors. Deans M. Hanner and W. Hine both indicated that the donor information is received by the colleges and that it is

- kept very current, in some cases on a day-to-day basis, and that large donors, usually >\$100, are generally thanked by the colleges and departments involved.
- B. Senator Allison brought an editorial appearing in the 26 August edition of *The Daily Eastern News* written by Kevin Sampier titled “Attendance policy unnecessary.” Senator Allison stated that the article contained widespread misconceptions by students that they are paying the entire cost of their education, hence it is up to them to attend class if they so choose, and that if they maintain good grades they shouldn’t have to attend all of the classes. Senator Fischer expressed his thoughts that this attitude was the result of the lack of an academic atmosphere being fostered on campus. Students should be required to attend special events such as convocation. After a general discussion it was decided that additional discussion would wait until the topic was the focus of that Senate’s meeting.
  - C. Senator Kilgore voiced concern that the English Technology-Integrated Classrooms (ETIC) are still having problems with the network and that it was critical to the mission of those courses that utilize ETIC that the net be working. Chair Carpenter will ask AVP-ITS Chatterji for a memo concerning these classrooms.

## **VII. Adjournment at 3:30 p.m.**

### **Future Agenda Items:**

Eastern Illinois University’s Vision of Itself - Present and Future; Academic Atmosphere on Campus; Faculty Perception re: Awarding of CFR Grants; Board Trustees' Visit To/With Faculty Senate; Faculty Representation on BOT; Community Service Programs and Opportunities; EIU Foundation; Faculty Participation in Establishing Fundraising Priorities; visit to the Senate from the President’s Council.

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Respectfully submitted,

John Paul Stimac