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Faculty Senate

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## Faculty Senate Meeting Agenda and Minutes, April 6, 2009

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# Faculty Senate

April 6, 2009, 2:45 p.m., E156 Student Union

1. **Call to Order**

2. **Approval of Minutes of March 2, 2009**

<http://www.wright.edu/admin/senate/senmin/documents/Mar09SenMin.doc>

3. **Report of the University President or Provost**

4. **Report of the Senate Executive Committee**

5. **Old Business**

Items A – F are brought forth by UCAPC

A. CEHS Program Change: B.S. Early Childhood Education

<http://www.wright.edu/ucapc/0009/fsreport/earlycld.pdf>

B. COLA New Program: Certificate in Linguistics

<http://www.wright.edu/ucapc/0009/fsreport/linguist.pdf>

C. CECS New Program: B.S. Computer Science, Earth and Environmental Science Option

<http://www.wright.edu/ucapc/0009/fsreport/csearth.pdf>

D. CECS New Program: B.A. Computer Science, Music Option

<http://www.wright.edu/ucapc/0009/fsreport/csmusic.pdf>

E. University: Preliminary Semester Curriculum Guidelines

<http://www.wright.edu/ucapc/0009/fsreport/semguide.pdf>

F. University: Service Learning Definition and Course Designations

<http://www.wright.edu/ucapc/0009/fsreport/srvlearn.pdf>

6. **New Business**

Items A – I are brought forth by UCAPC

A. CECS Program Change: B.S. Biomedical Engineering: Premedical

<http://www.wright.edu/ucapc/0009/fsreport/bioeng.pdf>

B. CECS Program Change: B.S. Electrical Engineering

<http://www.wright.edu/ucapc/0009/fsreport/ee.pdf>

C. CEHS Program Change: B.S. Ed. Health Education and Physical Education: Multi-Age Licensure

<http://www.wright.edu/ucapc/0009/fsreport/multiage.pdf>

D. CEHS Program Change: B.S. Sign Language Interpreting

<http://www.wright.edu/ucapc/0009/fsreport/sign.pdf>

- E. CEHS Program Changes:  
The following Middle Childhood program changes are contained in <http://www.wright.edu/ucapc/0009/fsreport/midchild.pdf>  
B.S. Ed. Middle Childhood Education: Language Arts and Social Studies  
B.S. Ed. Middle Childhood Education: Language Arts and Math  
B.S. Ed. Middle Childhood Education: Language Arts and Science  
B.S. Ed. Middle Childhood Education: Social Studies and Math  
B.S. Ed. Middle Childhood Education: Social Studies and Science  
B.S. Ed. Middle Childhood Education: Math and Science
- F. RSCOB Program Change: B.S.B. Finance  
<http://www.wright.edu/ucapc/0009/fsreport/finance.pdf>
- G. RSCOB Program Change: Operations Management (including name change to Supply Chain Management)  
<http://www.wright.edu/ucapc/0009/fsreport/schain.pdf>
- H. COLA New Program: Minor in Modern Language: Chinese Studies  
<http://www.wright.edu/ucapc/0009/fsreport/minorchi.pdf>
- I. General Education Program Change
  - Area II: The Non-Western World
    - Add RST 292 Regional Studies: India
  - Area VI
    - College of Engineering and Computer Science
      - Modify EGR 101 Introductory Mathematics for Engineering Applications
    - College of Liberal Arts
      - Add RST 292 Regional Studies: India
    - College of Science and Mathematics
      - Modify SM 101 Scientific Thought and Method

**7. Written Committee Reports and Attendance (Attachment A)**

- A. Faculty Budget Priority Committee: Tom Sudkamp
- B. Faculty Affairs Committee: Carole Endres
- C. Undergraduate Curriculum & Academic Policy Committee: Tom Sav
- D. Buildings & Grounds Committee: Mateen Rizki
- E. Information Technology Committee: Barbara Denison
- F. Student Affairs Committee: Dora Douglas
- G. Student Petitions Committee: Alan Chesen

**9. Council Reports**

**9. Special Reports**

NCAA Bylaws Change – Beth Sorensen, WSU's NCAA Faculty Athletic Representative

**10. Announcements**

- A. Nominations, including self-nominations, for Faculty President-Elect (2009-10) are being accepted through **Friday, April 17, 2009**. Qualifications for the office of Faculty

President are stated in the Faculty Constitution located at:

<http://www.wright.edu/academics/fhandbook/>

The following is applicable via Provost Memorandum No. 82-3, May 1, 1982:

“The President of the Faculty shall have a two course, or two-third, reduction in his or her full-time teaching load during the Fall, Winter, and Spring Quarters of his or her term of office. The President Elect of the Faculty shall have a one course, or one-third, reduction in his or her full-time teaching load for the Spring Quarter of his or her term of office.”

- B. The last day to submit business items to the Undergraduate Curriculum and Academic Policy Committee for consideration this academic year is Monday, April 6 at 12:00 noon.
- C. Next Faculty Senate: May 4, 2009, 2:45 p.m., E156 Student Union.

## **11. Adjournment**

## **ATTACHMENT A**

### **Senate Committee Reports April 6, 2009**

#### **Faculty Budget Priority Committee – Tom Sudkamp**

#### **Faculty Affairs Committee – Carole Endres**

#### **Undergraduate Curriculum & Academic Policy Committee - Tom Sav**

The UCAPC report to the Faculty Senate Meeting of April 6 is available at  
<http://www.wright.edu/ucapc/0009/fsreport/7fsrep.htm>

#### **Buildings & Grounds Committee – Mateen Rizki**

An oral report will be given at the meeting.

#### **Information Technology Committee – Barbara Denison**

#### **Student Affairs Committee – Dora Douglas**

The committee met in early March to consider the Academic Integrity policy. Due to the chair being ill, the meeting was led by Faculty President, Tom Sudkamp, who was present to give the committee its charge. After a brief discussion, the committee adjourned and will meet again the second week of spring quarter.

#### Attendance:

Tom Sudkamp, Faculty President

Henry Chen, CECS

Kathleen Kollman, COLA

Anne Russell, CONH

Karen Wonders, CEHS

Moody Kassem, Student

Joel Parker, Student

#### Absent:

Dora Douglas, COSM, Chair

Doris Johnson, CEHS

Kathy Morris, VP Student Affairs

### **Student Petitions Committee – Alan Chesen**

The University Petitions Committee met on Friday **March 13, 2009** in E-107 student union. The committee conducted the regularly scheduled business of hearing 28 petitions. Committee members present included:

A. Chesen (RSCOB, chair)  
D. Sorrells (UC)  
C. Aubin (CONH)  
K. Rosengarten (Lake)  
B. Rowley (CECS)  
K. Wonders (CEHS)  
K. Kollman (COLA)  
J. Howes (COSM)  
S. Sheetz (student--for M. Kassem)  
M. Tenney (student--for B. Ausdenmoore)

Absent:

P. Caprio (UC)

The meeting was adjourned at 10:30 a.m. Our next scheduled meeting is on April 17, 2009.

The University Petitions Committee met at 9:00 a.m. on Friday, **February 20, 2009** in E107 student union. We considered approximately 15 petitions as a part of routine business. The following members were present:

A. Chesen (RSCOB--chair)  
P. Caprio (UC)  
D. Sorrells (UC)  
B. Klaisner (COLA)  
J. Howes (COSM)  
K. Rosengarten (Lake)  
F. Bennett (CEHS)  
C. Aubin (CONH)  
P. Misra (CECS)  
B. Ausdenmoore (student government)  
E. Poch (Registrar--ex officio)  
J. Hail (Registrar--ex officio)  
P. Mohr (Registrar--ex officio)

The following member was not in attendance:

M. Kassem (student government)

The meeting was adjourned at 10:15 a.m.

**Wright State University**  
**Faculty Senate Minutes**  
**April 6, 2009**  
**2:45 p.m., E156 Student Union**

**1. Call to Order**

Faculty President Tom Sudkamp called the meeting to order at 2:45 p.m.

✓ Allen, Jeffery*	✓ Jones, Sharon	Shepelak, Norma
✓ Bargerhuff, Mary*	✓ Kich, Martin*	✓ Sincoff, Mike
✓ Belcher, Janice	✓ Markus, Michael	Slilaty, Daniel
✓ Bergdahl, Jacqueline*	✓ McGinley, Sarah	✓ Steele, Tracey
✓ Bukovinsky, David*	✓ Menart, James	Walbroehl, Gordon*
✓ Duren, Dana	✓ Nagy, Allen*	✓ Xue, Kefu*
✓ Dustin, Jack	✓ Patel, Nimisha	✓ Zryd, Teresa
✓ Endres, Carole	Peplow, Amber	
Engisch, Kathrin	✓ Petkie, Douglas	✓ Sudkamp, Tom*
✓ Fowler, Barbara*	Pohlman, Roberta	✓ Hopkins, David
Hershberger, Paul	Proulx, Anne	✓ Angle, Steven
✓ Higgins, Steven	✓ Rattan, Kuldip	✓ Sav, Tom
✓ John, Jeffrey	✓ Self, Eileen	✓ Zambenini, Pam

**2. Approval of Minutes of**

Minutes were approved as written.

<http://www.wright.edu/admin/senate/senmin/documents/Mar09SenMin.doc>

**3. Report of the University President and Provost**

**President Hopkins**

**Enrollment** – The fourteen-day count is forthcoming so we do not have official results, but it appears we will have a record enrollment for spring quarter. Fall applications are roughly 3% ahead of last year, with last year's being the largest in our history. The state-wide trend is slightly down, so we are pleased about the increase; however, it always depends on how many students come in the fall.

**Research and Contract Activity** – Activity is up about 25% compared to last year, with \$57 million in activity compared to \$45 million last year. Stimulus money has provided avenues for funding of research opportunities that weren't funded in the past. Our faculty are doing extremely well in grant competitions.

**Budget** – The house budget proposal should be available mid-April; then it will go on to the Senate and a conference committee, making it available to us sometime in June. We continue to work internally on how to address the obvious challenges ahead of us and have asked everyone to tighten their belts with the colleges and departments working to reduce 1.5% from their budgets. We are also targeting opportunities for additional reductions, as this is necessary to address the challenges ahead.

The Kettering Center has been an area of concern for some time. There is an asbestos issue and the university does not currently have the funds for an asbestos abatement program.

Additionally, it has been challenging to make the Center productive and valuable to the campus and the community. We plan to discontinue functions at the Kettering Center and utilize it as a storage facility, relocating some of the functions there to other regional locations, and exploring opportunities to move the employees there to vacant positions on campus.

It is clear there will be no stimulus money directed toward higher education specifically in terms of capital projects. Part of the governor's budget is built on money from the federal government, which is a concern. The next biennial budget is supported by one-time money from the federal stimulus package that may not be in place two years from now. We are hopeful the economy will turn around quickly. Again, our strategy is to tighten our belts without lowering quality, target reductions where we can find inefficiencies, and to do our best to provide a moderate raise but the reality is that we can't do what we have typically done in the past.

**Arts Gala** – The gala was held this past Saturday evening and is a wonderful display of creativity that is second to none in the nation. Our performing and fine arts students and faculty came together for a grand evening. This year was the 10<sup>th</sup> anniversary of the Arts Gala and we are proud to announce that we passed the \$1 million mark in raising scholarships for. This is considered the region's best and most well attended gala.

**Graduation Fund** - We have many students and families that are experiencing financial difficulties and are aware of many students who are unable to return for spring quarter or for next fall quarter. The graduation fund is an effort to create more need-based aid for students now. Our goal is to raise \$1 million dollars by fall quarter 2009, to help families and students in need for the coming fall and to help retain the students we have with the highest priority being our juniors and seniors who are in good standing, making good progress but who are struggling with financial needs. I want to thank the many of you who have contributed to the fund already.

**National Library Week** – We all understand how important our libraries are in supporting our work around the campus and with National Library Week being next week, I would encourage you to thank our library staff.

**Quest for Community Conference** – The annual Quest for Community: A Call to Action Conference will be on Friday, April 17, 2009. Higher education professionals, students, and community members from across the state will gather for conversations regarding race, gender, and class, and explore initiatives to improve campus climate.

**Presidential Lectures Series** - Stephen Dubner, bestselling co-author of *Freakonomics*, which is the common reading text for our first-year students, will be on campus tonight, April 6, 2009. Dubner is an award-winning author, journalist, and TV personality.

### **Provost Angle**

I will be meeting with the Faculty Budget Priority Committee on April 29, 2009 to compare notes and will be happy to answer any questions the Senate has.

## **4. Report of the Senate Executive Committee**

Each month, the Senate Executive Committee receives questions from the faculty to submit to the President or Provost. The following question concerning the offering of summer courses was submitted for this meeting.



**Question:** Some departments are not offering as many courses this summer as in the past because they feel they will lose money. Many courses offered in past summers, which had more than 25 graduate or 20 graduate students, have been canceled. Many of these courses are required for graduation. Why is the university not willing to change the formula of giving enough money to the departments so the departments do not lose money on summer courses?

**Provost Angle:** When you look at this course-by-course, there may be some courses where money is lost; however, a college can make money with the larger courses. There are some courses that need to be offered to undergraduates so they can progress at a reasonable rate. With the rate of compensation of some faculty, even at 20 students, we can't make a profit, but overall that is not the case. I spoke with Keith Ralston and we are going to have a new strategy for funding summer courses, but we do not have it in place yet. Currently, I believe our strategy removes the incentive for colleges to increase the number of courses they offer, because we base our payment for the current summer on courses offered the previous summer. We have moved away from that formula somewhat over the last two years to try to compensate the colleges, but you have a valid point and we are very concerned about it.

**President Hopkins:** It is important to remember that higher education is now funded by a totally different formula than we have ever had before. The next biennial budget is the first time this new formula will be utilized. It focuses on rewarding institutions for higher and more-timely graduation rates, not just on enrollments or how much money is derived from enrollments. As you know, our tuition has been frozen for two years and in this biennial budget, it is frozen again for at least the next year. We need to consider the new formula funding and how that impacts our thinking as far as our students and completion of their degrees.

**Dr. Sudkamp:** The planning phase for the move to semesters indicates that in the last two summers before the semester conversion in Fall 2012, we will be offering additional classes to help students get through their programs before the conversion. We will need to think about this as we consider summer funding.

Continuing the Executive Committee report, the committee has been making appointments to the Quadrennial Review Committee, as the Faculty Handbook requires a review to be done every four years.

The elections for Faculty Senate are almost complete and we reviewed the progress of the elections and discussed some on-going items that will be addressed in the upcoming reports from the Budget Review Committee and Buildings and Grounds Committee. Finally, we reviewed and approved the agenda for today's meeting.

## 5. Old Business

- A. CEHS Program Change: B.S. Early Childhood Education  
<http://www.wright.edu/ucapc/0009/fsreport/earlycld.pdf>
  - 1. Moved and seconded to Approve.
  - 2. Approved.
- B. COLA New Program: Certificate in Linguistics  
<http://www.wright.edu/ucapc/0009/fsreport/linguist.pdf>
  - 1. Moved and seconded to Approve.
  - 2. Approved.

C. CECS New Program: B.S. Computer Science, Earth and Environmental Science Option  
<http://www.wright.edu/ucapc/0009/fsreport/csearth.pdf>

1. Moved and seconded to Approve.
2. Approved.

D. CECS New Program: B.A. Computer Science, Music Option  
<http://www.wright.edu/ucapc/0009/fsreport/csmusic.pdf>

1. Moved and seconded to Approve.
2. Approved.

E. University: Preliminary Semester Curriculum Guidelines  
<http://www.wright.edu/ucapc/0009/fsreport/semguide.pdf>

**Senator Comment:** Overall, the CONH supports the guidelines; however sometimes guidelines end up becoming rules. We wondered if enough faculty input had been given regarding the 5<sup>th</sup> row (GE courses and credit hours) and the 6<sup>th</sup> row (writing across the curriculum)? For the section of writing in the major, we felt that 18 double-spaced pages are adequate. It appears someone quantitatively looked at the difference between the quarter and semester calendar and just upped the writing requirements to 20 and 25 double-spaced pages. If this is data driven, we're not certain that an increase from 18 pages to 20-25 pages will be needed, and if faculty should have more input into this issue.

**Senator Comment:** COLA has the same issue. Was the Director of WAC or the committee consulted in creating the new requirements in terms of courses, as well as the length of the documents? It is not to say these are good or bad, but we would like to know the input given. It appears that if WAC is a good learning tool in principle, why would it be reduced from six to four courses just based on mathematics?

**Dr. Sudkamp:** I believe both the WAC and GE Committees were consulted. I will ask Tom Sav to comment as the guidelines were generated from UCAPC.

**Dr. Sav:** The recommendation came from the WAC Committee, chaired by Joe Law. It was more extensively presented in the Curriculum Subcommittee in the Semester Conversion Exploratory Taskforce Report. The guidelines were based on what semester schools presently do. This is not binding to create more writing in the major courses, nor as a university-wide document. The title states it is preliminary guidelines and the task was given to the UCAPC to establish some perimeters and begin thinking about how we are going to change our major programs and some courses. The GE concern, raised by CONH, was approved by Senate in 1998 and was designed to be converted to semesters. Therefore, all GE courses in our present program were converted to three-hour courses, except for science courses, which were reduced from three courses to two, four-hour courses, and a course from the required Area II, III, and IV would be eliminated, reducing it to one. This gives us the 14 courses and 38 hours. This is within the Ohio Transfer Module Guidelines for semester based GE programs, which is 36-40 hours and sets a marker. The final proposal from the GE and WAC committees, forthcoming next fall quarter, will be longer and more intensive. In the interim, it would be a good idea to think about how you will be revising your programs to work within the 36-40 hour Ohio Transfer Module Guidelines. This is also true of the 120-hour minimum degree requirements. To date, there is no Ohio-wide guideline as to the minimum degree requirements (hour-wise), for a baccalaureate degree on semesters, or quarters for that matter. Converting our 183 hours to semesters does not equal 120 hours, but most semester schools set that as a minimum. This could also be higher as we move through the process. Removing items would not leave a very complete document and perhaps it should be recommitted to the committee for more input.

**Dr. Sudkamp:** As part of the semester transition team, the GE and WAC programs will be produced by a university-wide group. Specifically, an Undergraduate Curriculum

Conversion Committee, GE Program Conversion Committee, and Writing Across the Curriculum Conversion Committee.

**Senator Comment:** So, these are guidelines and if we felt that 18 pages for writing was adequate, we are not bound by the 20-25 pages as a new rule.

**Dr. Sav:** I thought the argument was for more, rather than less, writing. The 18 pages is adequate on a quarter system, and you also feel it is adequate on a semester system? You would rather not have more, but the same amount of writing? This would need to come from the semester transition team committees, which were referred to earlier.

**Dr. Sudkamp:** Those are decisions that will need to be made as well as reviewing the effectiveness of WAC as it stands. What can help make it a better program? This will come from the university-wide committee. I understand that guidelines can restrict people.

**Dr. Sav:** In UCAPC, when we received feedback from GE and WAC, we asked all members of UCAPC to take it to their constituencies for comments. The only comment received was on the course numbering system.

**Dr. Sudkamp:** We have several options. It can be recommitted to UCAPC, or an amendment can be proposed to remove the sections on WAC and GE so it won't be considered as prescriptive, but as a guideline.

**Senator Comments:** The document can be considered as it stands.

1. Moved and seconded to Approve.
2. Approved.

F. University: Service Learning Definition and Course Designations

<http://www.wright.edu/ucapc/0009/fsreport/srvlearn.pdf>

1. Moved and seconded to Approve.
2. Approved.

## 6. New Business

A. CECS Program Change: B.S. Biomedical Engineering: Premedical

<http://www.wright.edu/ucapc/0009/fsreport/bioeng.pdf>

1. Moved and Seconded to Old Business.

B. CECS Program Change: B.S. Electrical Engineering

<http://www.wright.edu/ucapc/0009/fsreport/ee.pdf>

1. Moved and Seconded to Old Business.

C. CEHS Program Change: B.S. Ed. Health Education and Physical Education: Multi-Age Licensure

<http://www.wright.edu/ucapc/0009/fsreport/multiage.pdf>

1. Moved and Seconded to Old Business.

D. CEHS Program Change: B.S. Sign Language Interpreting

<http://www.wright.edu/ucapc/0009/fsreport/sign.pdf>

1. Moved and Seconded to Old Business.

E. CEHS Program Changes:

The following Middle Childhood program changes are contained in

<http://www.wright.edu/ucapc/0009/fsreport/midchild.pdf>

B.S. Ed. Middle Childhood Education: Language Arts and Social Studies

B.S. Ed. Middle Childhood Education: Language Arts and Math

B.S. Ed. Middle Childhood Education: Language Arts and Science

B.S. Ed. Middle Childhood Education: Social Studies and Math

B.S. Ed. Middle Childhood Education: Social Studies and Science

B.S. Ed. Middle Childhood Education: Math and Science

1. Moved and Seconded to Old Business.

- F. RSCOB Program Change: B.S.B. Finance  
<http://www.wright.edu/ucapc/0009/fsreport/finance.pdf>  
1. Moved and Seconded to Old Business.
- G. RSCOB Program Change: Operations Management (including name change to Supply Chain Management)  
<http://www.wright.edu/ucapc/0009/fsreport/schain.pdf>  
1. Moved and Seconded to Old Business.
- H. COLA New Program: Minor in Modern Language: Chinese Studies  
<http://www.wright.edu/ucapc/0009/fsreport/minorchi.pdf>  
1. Moved and Seconded to Old Business.
- I. General Education Program Changes
  - Area II: The Non-Western World
    - Add RST 292 Regional Studies: India
  - Area VI
    - College of Engineering and Computer Science
      - Modify EGR 101 Introductory Mathematics for Engineering Applications
    - College of Liberal Arts
      - Add RST 292 Regional Studies: India
    - College of Science and Mathematics
      - Modify SM 101 Scientific Thought and Method

## 7. Committee Reports

- A. See Attachment A to the April 6, 2009 Senate Agenda.  
<http://www.wright.edu/admin/senate/senage/documents/April09SenAgn.pdf>
- B. Faculty Budget Priority Committee Oral Report – The committee has met regularly and is working with Keith Ralston to obtain data about the budget. We have requested data on staffing levels throughout the university, information on the growth of budgets, stipends, and the costs of auxiliaries. We will continue to consider this information and Provost Angle will be joining us at a future meeting.
- C. Undergraduate Curriculum & Academic Policy Committee – The report is online, however, the long awaited process of integrating the course modification inventory forms into banner has begun. The semester report has called for the process of curricular approvals to be expedited and the committee is working towards that goal.
- D. Buildings & Grounds Committee – The committee has been working on a variety of issues. The website that shows classrooms is now online and listed under the “Academics” tab in Wings, so people can visit their classrooms without physically going there. We hope the administration will consider paying for generating virtual classroom pictures, which is approximately \$50 per classroom through CTL. This would provide a 360° view of every classroom on campus, which would be very beneficial. We have already had positive feedback from faculty and students who are using the website. We have a classroom preferences form that we hope to bring online. We would like to have this ready in a few weeks so it is available for fall classroom scheduling, but this will take much support from CATS and readiness is uncertain.

Additionally, the semester conversion brings the need for more classrooms. Several groups are looking at the issue but as chair of Buildings & Grounds Committee, I have

concerns. There is a trade-off between building new and converting old classrooms. There is a rush to get this done but we also want to have sufficient faculty input into the process so we have good classrooms, rather than building something quickly and having to live with it long-term. I hope there will be emphasis on faculty input so we have appropriate classrooms for all groups.

**Senator Question:** How do you anticipate getting faculty input?

**Dr. Rizki:** Things are happening at a very fast pace and it is impossible to get faculty to look at space in a reasonable time. We were notified on a Thursday that on Friday the committee needed to look at space that is being considered for classroom use in the Fordham Health Sciences Library. There are many issues with this space and faculty members need to be given more time to consider it.

**Senator Comment:** I have been concerned about this in the past. Faculty have not had input regarding the design and contents of the classroom.

**Dr. Rizki:** One of the reasons for the classroom preference form is that it includes a long list of items you can ask for in your classroom. The goal is to integrate this into a database and track what faculty actually use and need in the classroom. Hard data is needed.

## 8. Council Reports

None

## 9. Special Reports

NCAA Bylaws Change – Beth Sorensen

Professor Sorensen was unable to attend the meeting; therefore, the report will be delayed.

## 10. Announcements

A. Nominations, including self-nominations, for Faculty President-Elect (2009-10) are being accepted. Qualifications for the office of Faculty President are stated in the Faculty Constitution located at: <http://www.wright.edu/academics/fhandbook/>

The following is applicable via Provost Memorandum No. 82-3, May 1, 1982:

“The President of the Faculty shall have a two course, or two-third, reduction in his or her full-time teaching load during the Fall, Winter, and Spring Quarters of his or her term of office. The President Elect of the Faculty shall have a one course, or one-third, reduction in his or her full-time teaching load for the Spring Quarter of his or her term of office.”

## 11. Adjournment

The meeting adjourned at 3:45 p.m. The next meeting will be on Monday, May 4, 2:45 p.m., in E156 Student Union.