



Monitoring Report #4

Shared Governance Oversight

A Report to the Higher Learning Commission

February 1, 2013

650 W. Easterday Avenue, Sault Sainte Marie, MI 49783

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I. Executive Summary

This report provides a summary of how the Shared Governance model has progressed since 2009 and illustrates how the results from the model have impacted the new organizational structure.

President Tony McLain has been in the top administrative position since 2009 and his management philosophy is highly supportive of the Shared Governance model. Dr. McLain has stated that, “The University is too big of an organization and there are too many decisions to have them all made at the top level.” Dr. McLain and the other members of the University administration support open communication, and faculty, staff and student involvement in Shared Governance.

The Shared Governance model has progressed into a stable source of communication throughout the University. A balance between faculty and staff participation in planning and decision-making, and administrative accountability is becoming well established at the University. Policy changes are being vetted among the various University constituencies prior to implementation and open communication is encouraged. The various groups within the University are invited to participate as true partners and are much more aware of what developments are occurring within the University.

II. Shared Governance

A. Background

Lake Superior State University entered a new era in 2009 with the introduction of a Shared Governance model designed to elicit input from all members of the campus community and allow for broad participation in the decision making process.

Shared Governance embraces the University’s mission. It recognizes and supports the leadership role of the President and Chief Academic Officers, the guidance of the Board of Trustees and the critical interface of the Faculty, Administration, Staff and Students. Broad institutional representation within this body of shared decision making allows the University to be nimble and responsive. Shared Governance:

- A. Creates a dynamic, vibrant and engaged institutional culture
- B. Provides a forum for faculty, administration, and support staff to address shared concerns
- C. Provides a mechanism for coordinating policies and where appropriate, provides input into decision-making processes
- D. Improves the University’s ability to carry out its mission through shared objectives

Shared Governance is both a process and a structure whereby the collective good of the University is balanced with the individual good of its divisions. All members collaborate to embrace the institution's needs, ensuring that policies and procedures work in combined synergy, grounded by the University's mission.

Shared Governance is a deliberative process. It recognizes change as a constant force affecting the function of the University. The institution's size allows pertinent issues to rise efficiently to the purview of Shared Governance. This concise pathway facilitates deliberation and both rapid and full response to emerging issues, needs, and concerns. Within its deliberative function, Shared Governance addresses strategic planning, review of academic programs, formulation of policies, appraisal of initiatives, evaluation of student activities, review of budget considerations, and other pertinent issues.

Institutional culture at LSSU is reflected within the University's model of Shared Governance. Critical mutual trust along with a shared sense of purpose, combine in the decision-making framework. Shared Governance provides a voice to entities throughout the institution. The structure encompasses the colleges, programs, schools, students, faculty, staff and other constituencies through direct representation. Within this framework, the deliberative process is open and transparent.

B. Charge

The charge of the Shared Governance process illustrates the importance of this structure in guaranteeing open communication and participation in the decision making processes of the University:

To provide advice and counsel to the strategic committees as well as within the Shared Governance Oversight Committee in order to help the committees perform optimally.

To conduct ongoing review of the structure and composition of all University committees, and to make recommendations regarding changes in structure or committee composition.

To review all recommendations for the creation of new University committees, both standing and ad hoc, and to make recommendations regarding their role and effect within the Shared Governance model.

To conduct an ongoing review and evaluation of the effectiveness of the Shared Governance model at all levels of the University and to propose adjustments or modifications suggested by this review.

To conduct an ongoing review of the effectiveness of communication of information within the Shared Governance model at all levels of the University and to make recommendations regarding methods to improve communication where necessary.

To communicate its deliberations and findings to the President and to the University community.

C. Structure

The Shared Governance structure at Lake Superior State University (LSSU) is a system of strategic and task committees that advise the LSSU administration on matters of strategic, fiscal, academic and administrative policy. There are five strategic committees and numerous task committees (See Appendix I & II). The Shared Governance Oversight Committee (SGOC) is the umbrella committee which oversees the activities of the other strategic committees, solicits issues from the campus community, and distributes these issues to the appropriate strategic or task committee. Another role of the SGOC is to establish new strategic, task and ad hoc committees as deemed necessary by the constituents of LSSU. This report will review the plan indicating how the Shared Governance model has progressed and the results from the model as it has impacted the new reorganizational structure.

D. Impact of Shared Governance on the University

Lake Superior State University developed its Shared Governance structure in 2009. The Shared Governance structure supports five strategic committees and numerous task committees. Since 2009 these committees have become increasingly active and participative in the resolution of issues across campus as well as conduits for improved assessment needs within the University. It can be noted that over this time 18 campus related issues have been resolved and 2 issues remain pending as these issues continue to be discussed.

In the fall of 2012 it was determined by the SGOC that each committee has established their meeting and working routines and have begun to manage issues effectively. Established briefly in 2011-2012 as a coordinating committee, the Shared Governance Executive Committee (SGEC) was not serving an effective role in promoting communication throughout the University. For this reason the SGEC was dissolved and the SGEC membership was merged into the SGOC as non-voting members. The SGOC now consists of each Strategic and Task Committee Chair, as well as student representatives, and meets on a monthly basis, providing reported updates about the activities of each committee. As a result, communication has greatly improved between departments and schools in regards to issues and needs within the organization.

In regards to communication, it was discovered that the Shared Governance Web Site information had increasingly become fragmented. The SGOC has worked intently with the University IT department to streamline this information, improving the accuracy of the information communicated.

Committee memberships, structure, and charge has also been reviewed by the SGOC. Each committee chair has been participating actively in discussion and decision regarding the value of each committee and in assuring that the full University community has representation at the table.

Since the last SGOC report to the campus, completed in May of 2012, the Strategic Planning and Budget Committee has successfully achieved approval from the Board of Trustees for the strategic plan which includes 3 Critical Outcomes for each of the 7 Strategies. These outcomes have been identified as the highest priority currently. This committee has actively collaborated with the Assessment Committee in the evaluation of the Tracdat tool (a software program for tracking assessment across campus) for the purpose of improved University assessment. As a result of this collaboration, Tracdat has been adopted as a useful tool to help meet the assessment needs of the University. The Assessment Committee has been very active in support of establishing and maintaining the assessment process.

Results from the Shared Governance model have positively impacted the new organizational structure since 2009. Bullet pointed below is a clear demonstration of this impact.

- Shared Governance has created a reporting structure between all invested members that has improved accountability as well as promoted ownership for the overall well-being of the University.
- Communication as noted above has also greatly improved through the development of a collaborative SGOC meeting process. Increased communication through reports between staff and formal leadership has led to increasing collaboration and reporting with the President, Provost and Board of Directors
- This model has also promoted the development of leadership by encouraging tenured and non-tenured faculty collaboration resulting in increased peer mentorship and guidance.
- Collaboration between departments and schools has also been demonstrated, as well as collaboration between committees, to achieve goals and make improvements. For example, the Strategic Planning and Budget Committee in collaboration with the Assessment Committee as noted above.
- Student involvement has also been improved through active participation in decision making and dissemination of knowledge aligning our University more closely with our mission: “Our mission at Lake Superior State University is to help students develop their full potential. We launch students on paths to rewarding careers and productive, satisfying lives. We serve the regional, state, national and global communities by contributing to the growth, dissemination, and application of knowledge.”

E. Progress/Issues

Shared Governance Oversight Committee and Issue Resolution:

The SGOC receives and reviews issues submitted by the University community and delegates those issues for deliberation by the respective subcommittees. Examples of issues currently under review by Shared Governance committees are noted below; Appendix III contains additional information on issues which have been resolved.

Degree Requirements - Multiple majors: Our catalog stated “*Multiple Degrees: If a student desired to earn more than one baccalaureate degree, the student must complete*

all program requirements for the additional degrees as certified by the school chair, comprising a minimum of 30 additional LSSU credits for each additional baccalaureate degree from Lake Superior State University. Those earning a baccalaureate degree from LSSU and who desire an associate degree must complete all requirements for the associate degree program before or at the time they are completing the baccalaureate degree requirements. Students earning an associate degree from LSSU who desire an additional associate degree must complete all requirements for the additional degrees as certified by the school chair, comprising a minimum of 15.” Clarification was needed in regards to the last paragraph. Recommendation of the Shared Governance Oversight Committee is for Academic Policies and Procedures Committee (APPC) to review and clarify the last paragraph of this policy. It is also recommended that APPC determine the need for the re-writing of this policy for clarity. A response has been received and submitted to the Provost

Parking: *“There has been a great deal of confusion as to the parking policies on campus. For example there is no provision in the parking policy for night time employees to park near their work station. Other times someone may have an employee tag and receive a ticket for parking in an area at one time, when they can park there without a ticket at another time. Also, the appeal process is unclear and the list of people on the committee is incomplete. Finally, I would like clarification on whether or not the committee vote is the finale decision in appeals or the chair has the final say.”* The recommendation of the Shared Governance Oversight Committee after discussion is as follows:

1. Reconstruct the parking committee to include a broad representation of faculty/staff/student. If this already exists than provide an updated list of all committee members
2. Review the rules for overnight employee parking when the employee is working an overnight shift
3. Clarify the appeals process and publish for public viewing
4. Review all existing parking policies and combine into one policy

Requiring 300/400 level courses for BA/BS degrees:

“LSSU does not have a policy for requiring any 300/400 level courses for its BA/BS degrees. SGOC referred to APPC”. A response has been received and submitted to the Provost.

Tobacco Free Campus: Smoke-free/Tobacco-free campus – this issue was submitted independently by two LSSU employees, a faculty member and an AP employee. It was referred to the Student Affairs committee by SGOC. The issue is still under investigation and you can read the full report in the Student Affairs section of this report. This issue is ongoing and an Ad Hoc committee has been formed to work toward a resolution

Appendix I. Memberships of Shared Governance Strategic Committees

2012-2013 Academic Year

SHARED GOVERNANCE OVERSIGHT COMMITTEE

- Chair: Jaimee Gerrie, Faculty, term expires June 30, 2015
- Janice Repka, Faculty, term expires June 30, 2016
- Jason Garvon, Faculty, term expires June 30, 2016
- Morrie Walworth, Provost
- Nancy Neve, AP representative, term expires June 30, 2014
- Tom Pink, AP representative, term expires June 30, 2013
- David Drzweicki, ESP representative, term expires June 30, 2014

STRATEGIC PLANNING & BUDGET COMMITTEE

- Chair: Paul Weber, Faculty, College of Business, Engineering & Economic Development, term expires June 30, 2015
- George Denger, Faculty, College of Arts, Letters, Social Sciences & Emergency Services, term expires June 30, 2013
- John Rouse, Faculty, College of Natural and Mathematical Sciences, term expires June 30, 2013
- Paul Weber, Faculty, College of Business, Engineering & Economic Development, term expires June 30, 2014
- Mary Jo Meehan, Faculty, Academic Services, term expires June 30, 2012
- Lynn Kabke, Faculty, College of Nursing, term expires June 30, 2015
- Morrie Walworth, Provost
- Sherry Brooks, Vice President for Finance
- William Eilola, Vice President for Enrollment Services
- Donna Fiebelkorn, Assistant Dean, School of Education
- Debra Faust, Director of Financial Aid, AP representative, Term expires June 30, 2013
- Tracey MacQuarrie, ESP representative, Term expires June 30, 2013
- Craig Krouth, AP representative, Term expires June 30, 2015
- Ramsey A've, Student
- Roxanne Morris, Student
- Jacob Winn, Student

INFRASTRUCTURE COMMITTEE

- Chair: Carol Andary, Faculty, term expires June 30, 2013
- Terry Heyns, Faculty, term expires June 30, 2014
- George Denger, Faculty, term expires June 30, 2015
- Brian Snyder, Faculty, term expires June 30, 2015
- Geoffrey Steinhart, Faculty, term expires June 30, 2014

- Morrie Walworth, Provost
- Sherry Brooks, Vice President for Finance
- Ken Peress, Vice President for Student Affairs
- Donna Fiebelkorn, Assistant Dean, School of Education
- Tom Coates, Executive Director, LSSU Foundation
- Scott Korb, Director, Campus Life & Housing
- Daretha Yeadon, Risk Management
- Jennifer Young, Registrar's Office
- Open ESP representative, Term expires
- David Leach, AP representative, Term expires June 30, 2013
- Paul Trumbley, Physical Plant representative
- Tracy Merony, Student

STUDENT AFFAIRS

- Chair: Jody Susi, Faculty, Term expires June 30, 2013
- Ken Peress, Vice President for Student Affairs
- Bill Eilola, Vice President for Enrollment Services
- Kristina Hook, Faculty, Term expires June 30, 2015
- Jeff Harris ESP representative, term expires June 30, 2014
- Suzette Olson AP representative, term expires June 30, 2013
- David Roland Finley, Dean, College of Business, Engineering & Economic Development
- Scott Korb, Faculty, term expires June 30, 2015
- Tom Davis, AP representative, term expires June 30, 2014
- Dan Walker, Student
- Jay Gage, Student

ASSESSMENT

- Chair - Dave Myton, Associate Provost for Assessment, Education and Graduate Studies
- Barb Keller, Dean, College of Natural & Mathematical Sciences
- Colleen Barr, ESP representative
- Katie Kalata, Faculty, College of Natural & Mathematical Sciences, Term expires June 30, 2015
- Mary Jo Meehan, Faculty, Academic Services, Term expires June 30, 2014
- Susan Ratwik, Faculty, College of Arts, Letters, Social Sciences & Emergency Services, Term expires June 30, 2015
- Joe Susi, Faculty, College of Health & Exercise Sciences, Term expires June 30, 2013
- Mindy Poliski, Faculty, College of Business, Engineering & Economic Development, Term expires June 30, 2013
- Luanne Webb, AP representative, Term expires June 30, 2014
- Ben Southwell, AP representative, Term expires June 30, 2015
- Dan Walker, Student

Appendix II. Membership of University Task Committees

2012-2013 Academic Year

ACADEMIC POLICIES AND PROCEDURES

- Chair: Barbara Keller, Dean, Natural & Mathematical Sciences

Deans, Faculty, A/P (Invited & Appointed)

- Chad Barbour, Faculty – Department of English & Communication
- Rosemary Duggan, Faculty – School of Nursing
- Deb Faust, Director – Financial Aid
- Karen Johnston, Director – Advising, Retention, Orientation
- Joe Moening, Faculty - School of Engineering
- David Myton - AP
- Nancy Neve, Registrar
- Carolyn Rajewski, Director – Learning Center
- Britton Ranson Olson, Faculty – School of Biological Sciences
- Marta Warren, Director – Human Resources

ARTS CENTER

- Chair: Tom Davis, Arts Center Director

Faculty, A/P, Staff, Student (Invited & Appointed)

- Gary Balfantz, Theater & Communications faculty
- Deborah Choszczyk, Dance faculty
- Sharon Dorrity, LSSU Foundation
- Nancy LeGreve, Ticket office
- Jen Noaks, Student
- Tom Pink, Public Relations
- Sharmay Wood, Student activities

BANNER IMPROVEMENT GROUP (BIG)

- Chair: Scott Olson, Director of Information Technology

A/P, Staff (Invited & Appointed)

- Sherry Brooks, VP Business and Financial Operations
- Al Case, Admissions
- Georgiana Cox, Business Office
- Bill Eilola, VP Enrollment Services
- Deborah Faust, Financial Aid

- Susan Fitzpatrick, Alumni Relations
- Nancy Neve, Registrar's Office
- Jerry Stephens, IT
- Morrie Walworth, Provost
- Luanne Webb, Registrar's Office

BANNER USERS GROUP (BUG)

- Chair: Luanne Webb

A/P, Staff (Invited & Appointed)

- David Aho, IT
- Joe Barrs, Admissions
- Georgiana Cox, Business Operation
- Sara Devaprasad, IT
- Susan Fitzpatrick, Alumni Relations
- Jackie Kellerman, Financial Aid
- Craig Krouth, Business Office
- Cindy Merkel, Institutional Services
- Nancy Nethery, IT
- Suzette Olson, Provost's Office
- Bob Parry, IT
- Carolyn Rajewski, Learning Center
- Kathy Spencer, IT
- Jennifer Young, Registrar's Office
- Nicole Parker, Registrar's Office
- Kevin Bjorne, Provost Office
- Sandy Forrest, Human Resources

BARNES & NOBLE BOOKSTORE

- Chair: Amber McLean, Manager, Barnes & Noble at LSSU
- Mary June, Faculty
- Janice Repka, Faculty
- Jeanne Shibley, AP

COMMENCEMENT

- Co-Chairs: Suzette Olson, Jeanne Shibley
- AP (Invited & Appointed)
- Kaye Batho
- Susan Fitzpatrick
- Luanne Webb
- Theresa Weaver

CULTURAL AFFAIRS and ISSUES & INTELLECT

- Chair: Provost

Faculty, AP, Staff (Invited & Appointed)

- Tom Davis
- Daniel Dorrity
- Barb Keller
- James Zukowski

CURRICULUM (contractually defined)

Provost & Vice President for Academic Affairs: Morrie Walworth

Academic Administration

- Barb Keller, Dean – College of Natural and Mathematical Sciences
- David Finley, Dean - College of Business and Engineering
- *Ex-Officio*: Nancy Neve (Registrar)

Two Student Representatives (Appointed)

- Jay Gage
- Dan Walker

Faculty (Elected & Contractually Defined)

College of Arts, Letters, Social Sciences & Emergency Services

- Chad Barbour - English - 2012F-2014S
- Deb Choszczyk - Fine and Performing Arts - 2011F-2013S
- Kristina Hook - Psychology - 2011F-2013S
- James Schaefer - CJ/FS/EMS - 2012F-2014S

College of Natural & Mathematical Sciences

- John Roesse - Biological Sciences - 2011F-2013S
- Evan Schemm - Math and Computer Science -2012F 2014S
- Mathew Spencer- Geology and Physics (completing Dr. Szlag's term)- 2012F-2013S

College of Business, Engineering & Economic Development

- Jodi Hunter - Accounting & MIS - 2011F-2013S
- Joseph Moening -Electrical & Computer Engineering - 2011F-2013S

College of Nursing, Recreation Studies and Exercise Science

- Maureen O'Shea - Nursing - 2011F-2013S
- Sarah Ouimette - Recreation Studies and Exercise Science - 2012F-2014S

Academic Services

- Beth Hronek - Librarian - 2011F-2013S

School of Education

- Guidi Yang - Education - 2012F-2014S

DATA STANDARDS

- Chair: Susan Fitzpatrick
- Arlene MacPherson
- Caryn Routhier
- Cheryl Castner
- Cindy Merkel
- Colleen Rye
- Craig Krouth
- Jackie Kellerman
- Nancy Nethery
- Nancy Neve
- Suzette Olson

DEVELOPMENTAL EDUCATION

- Chair: Donna Fiebelkorn
- Chad Barbour
- Sherilyn Duesing
- Carolyn Rajewski
- Jillena Rose
- Vicki Fox
- Karen Johnston
- Lorraine Gregory

DISTANCE LEARNING

- Chair: Open

Faculty, AP (Selected & Appointed)

- Kathy Berchem
- Sara Devaprasad

- Leslie Dobbertin
- Beth Hronek
- Katie Kalata
- R. Kirk Mauldin
- Dave Myton
- Nancy Neve
- James Schaefer
- Shirley Smart
- Paul Weber
- Sharmay Wood
- Ralf Wilhelms

DISTINGUISHED TEACHER

- Suzette Olson (non-voting, clerical, logistical coordination), AP
- Kathy Berchem, chair, Faculty senior most awardee on committee
- Tom Allan, Faculty awardee within past 5 years
- Andrew Jones, Faculty awardee within past 5 years
- Russel Searight, Faculty awardee within past 5 years
- Ashley Moerke, Faculty awardee within past 5 years
- Chair: Faculty Member Serving the Longest on Committee
- Five (5) most recent Distinguished Teaching Award recipients that are current faculty members; the top graduating senior from each school who has been full-time at LSSU for at least 4 semesters, is enrolled on campus during the spring semester of the award; excludes December grads, Regional Center grads, interns or practicum students.

DIVERSITY

- Chair: Ken Peress
- Sara Devaprasad
- Kirk Mauldin
- Simon Purdy, Student
- Stephanie Sabatine
- Kaylie Tyree, Student
- Roxanne Morris, Student

FINANCIAL AID

- Chair: Karen Johnston

Faculty, AP (Selected & Appointed)

- Bill Eilola
- Deborah Faust
- Nancy Neve
- Theresa Weaver

- Jodi Orm
- Paige Gordier

GENERAL EDUCATION (contractually defined)

Provost & Vice President for Academic Affairs: Morrie Walworth

Academic Administration

- Donna Fiebelkorn, Assistant Dean, School of Education
- Ron Hutchins, Interim Associate Dean - Nursing
- *Ex-Officio*: Nancy Neve (Registrar)

Two Student Representatives (Appointed)

- Jay Gage
- Dan Walker

Faculty (Elected & Contractually Defined)

College of Arts, Letters, Social Sciences & Emergency Services

- Julie Barbour - English - 2012F-2014S
- Herb Henderson- CJ/FS/EMS - 2011F-2013S
- Gary Johnson - Political Science - 2011F-2013S
- Jason Swedene - Humanities -2011F-2013S

College of Natural and Mathematical Sciences

- Kristin Arend -Biological Sciences - 2012F-2014S
- George Voutsadakis - Mathematics and Computer Science - 2012F-2014S
- Derek Wright - Chemistry and Environmental Sciences (completing P. Varnakovida's term) - 2012F-2013S

College of Business, Engineering & Economic Development

- C. Christopher Lee - Management, Marketing and Entrepreneurship - 2011F-2013S
- Paul Weber - Engineering and Technology (completing M. Janjua's term) - 2011F-2013S

College of Nursing, Recreation Studies & Exercise Science

- Deb McPherson - Recreation Studies & Exercise Science - 2012F-2014S
- Paula Jo Shingler - Nursing - 2011F-2013S

Academic Services

- Ruth Neveu - Librarian - 2011F-2013S

School of Education

- Catherine White - Education - 2012F-2014S

HONORS COUNCIL

- Chair (Appointed): Jason Swedene

Faculty, students (Invited & Appointed)

- Russell Searight, faculty
- James Zukowski, student
- Jason Garvon, faculty
- Haley Taskiemski, student
- Shelby Cunningham, student
- Katherine Krueger, student
- Mark A. Stephenson, student
- Mark Terwilliger, faculty
- Valerie Phillips, faculty

HUMAN SUBJECTS (IRB)

- Chair (Appointed): Ron Hutchins

Faculty (Invited & Appointed)

- Kathleen Kalata
- Kirk Mauldin
- Britton Ranson Olson
- Mary Reynolds-Keegan
- Russell Searight
- Jody Susi
- Jason Swedene
- Derek Wright
- Frank Tridico

INDIVIDUALIZED STUDIES

- Chair: Paige Gordier

Faculty, AP (Invited & Appointed)

- Gary Balfantz
- Jim Devaprasad

- Daniel Dorrity
- Barbara Evans
- Nancy Neve
- Valerie Phillips

INSTITUTIONALIZED ANIMAL CARE & USE

- Chair: John Roesse

Faculty, AP, Veterinarian (Invited & Appointed)

- Barbara Evans
- Susan Ratwik
- Mary St. Antoine
- Geoff Steinhart
- Veterinarian (TBD)

INTERCOLLEGIATE ATHLETICS

- Chair: Brian Snyder

Faculty, AP, student (Invited & Appointed)

- Gary Balfantz
- Kris Dunbar (ex officio)
- Deb Faust
- Barb Keller
- Nancy Kirkpatrick
- Deb McPherson
- Ken Peress
- Jim Schaefer
- Jason Swedene
- Luanne Webb
- Mike Boylan & Jeanna Radzinski, (co-Presidents of Student Athletic Advisory Committee)

INTERNATIONAL PROGRAMS AND OFFERINGS (STUDY ABROAD)

- Co-Chairs: Deb Faust, Morrie Walworth

Faculty, AP (Invited & Appointed)

- Craig Krouth
- Ken Peress
- Ralf Wilhelms
- Guidi Yang

- Nancy Neve

ORIENTATION

- Chair: Karen Johnston

Faculty, AP (Invited & Appointed)

- Bill Eilola
- Nancy Neve
- Nicole Parker
- Ken Peress
- Mindy Poliski
- Jody Schopp
- Morrie Walworth
- Ruthie Ransom
- Danielle Lindloff
- Sharmay Wood

PARKING & TRAFFIC

- Chair: Priscilla Stevens

Faculty, ESP, AP, student (Invited & Appointed)

- Kathleen Bazinau
- Jon Coullard
- Carol Schmitigal
- Lauren Suppa
- On-Duty Shift Officer
- Ramsey A've, Student

RETENTION

- Co-Chairs: Karen Johnston and Greg Zimmerman

Faculty, AP (Invited & Appointed)

- Kris Dunbar
- Andrew Jones
- Carolyn Rajewski
- James Schaefer
- Luanne Webb
- Julie Barbour
- Emilee Bruner
- Melissa Copenhaver

- Danielle Lindloff
- Mindy Poliski
- Jody Schopp

SABBATICAL (contractually defined)

Academic Administration Appointed)

- David Finley, Dean, College of Business and Engineering - Appointed
- Ron Hutchins, Interim Associate Dean, College of Nursing - Appointed

Faculty (Elected & Contractually Defined)

College of Arts, Letters, Social Sciences & Emergency Services (including the School of Education and Academic Services)

- Beth Hronek, Assistant Professor/Librarian - F2012-S2014
- H. Russell Searight, Associate Professor- Psychology - F2012-S2013

College of Natural & Mathematical Sciences

- Mark Terwilliger - Professor, Mathematics and Computer Science - F2011-S2013
- Marshall Werner - Professor, Chemistry and Environmental Sciences- F2011-S2013

College of Nursing, Recreation Studies & Exercise Science

- Sally Childs - Professor, Recreation Studies & Exercise Science - F2011-S2013

College of Business, Engineering & Economic Development

- Paul Duesing - Professor, Engineering - F2011-S2013

SAFETY

- Tri-Chairs: Priscilla Stevens, Paul Trumbley, and Daretha Yeadon

Faculty, AP, ESP, Student (Invited & Appointed)

- Jon Coullard
- Terry Heyns
- Scott Korb
- Mary St. Antoine
- Ray Schebel
- Jim Smith

SCHOLASTIC STANDARDS

- Chair: Paige Gordier

Faculty, AP (Invited & Appointed)

- David Baumann
- Valerie Phillips
- Vicki Fox
- Kathy Berchem
- Karen Johnston
- Kristen Larsen
- Mary Jo Meehan
- Ashley Moerke
- Nancy Neve
- Ken Peress
- Carolyn Rajewski
- Jillena Rose
- Russ Searight
- Joe Susi
- Lorraine Gregory

SUSTAINABILITY

- Chair: Greg Zimmerman
- Mary Been
- Renee Schlak -student (or)
- Caryn Crane- student
- Monica Brandt
- George Denger
- Steve Gregory
- Scott Korb
- Barbara Evans
- Sherilyn Duesing
- Mary St. Antoine

TENURE EXTENSION APPLICATION

- Paige Gordier, Dean
- Lynn Kabke, faculty
- Roger Land, faculty
- Sue Ratwik, faculty
- Brian Snyder, faculty

UNDERGRADUATE RESEARCH

- Chair (Appointed): Barb Keller

Faculty (Invited & Appointed)

- Barb Evans - faculty
- Gerald Root - faculty
- Russ Searight - faculty
- Jaskirat Sodhi - faculty
- Joe Susi - faculty
- Jason Swedene - faculty
- Mark Terwilliger - faculty

UNIVERSITY SERVICE

- Chair (Appointed): Krystle Gerzetich (Counseling, Bookstore, Health Center)

Faculty, Staff, A/P (Invited & Appointed by campus location and employee group)

- Patty Allison (Fletcher Center)
- Laura Bofinger (CAS)
- Roxanne Harris (Library)
- Kevin Duggan (Admissions)
- David Drzweicki (Physical Plant)
- Janine Murray (Norris Center)
- Brenda Cooper (Brown Hall)
- Cathy Smith (Cisler Center)
- Donna White (Crawford Hall)
- Sharon Dorrity (Alumni, Native American Center)
- Arts Center (Vacant)

Appendix III. Resolved Issues

Four day work week – this issue was submitted by a member of the Educational Support staff. She wanted us to investigate the possibility of working a 4 day/10 hour work week during the summer. After an exhaustive investigation of all campus departments and offices and a survey of other Michigan universities, it was decided that each campus director or supervisor could institute “flex” time in his/her department during the summer. Each department could determine its own definition of “flex” time. In the next interim report, we will tell how it was received by our employees.

Bookstore Ad Hoc committee – the manager of the Barnes & Noble campus bookstore requested that a committee be established to create a Book Store Advisory Committee that would meet once per semester to help better serve the campus, help people keep up with technology, and more. Suggested membership would include bookstore staff and staff from the Provost's Office, dean's offices, Campus Life and others. The LSSU Faculty Association also requested that a committee be established to discuss the current contract between Barnes & Noble and LSSU. A committee was established and is meeting regularly. : Dissolved by SGOC November 2012.

Tenure Extension Application Committee – was established to review, on a case by case basis, extending the time to tenure application of probationary faculty by one year. This will be a contractual committee of the LSSU Faculty Association.

Cell Phone Use in Class – was submitted by an LSSU faculty member. He asked that SG investigate the possibility of denying students use of cell phones in the classroom. This issue was referred to the Academic Policies & Procedures committee (APPC) for review. They extended the issue to all electronic devices, including laptop computers, cell phones, PDAs, etc. It was decided that it is up to the individual instructor to establish class policy on the use of electronic devices and such policies should be posted on the class syllabus. For a full accounting of this issue, see the SG website.

Incomplete Grade Policy – a clarification of our current Incomplete Grade Policy was requested by the Director of Advising, Retention and Orientation. The issue was referred to APPC and a revised policy was submitted for review. SGOC approved the revision and sent it to the Provost for his approval which was granted. For a full accounting of this issue, see the SG website.

Transfer Grade Policy – this issue was submitted by the Provost and was referred to APPC. No change in policy was recommended; however, the Registrar requested that all transcripts be scanned into the INB Banner system. As transfer student transcripts are the purview of the Vice President of Enrollment, the issue was sent to him and to the Provost for final approval. For a full accounting of this issue, see the SG website.

Course Repeat Policy – was submitted by the Director of Financial Aid. She requested review of LSSU’s course repeat policy for the purposes of a student’s federal financial aid. This issue was referred to APPC and they made a slight modification to our current policy. The change was approved by SGOC and sent to the Provost for final approval. For a full accounting of this issue, see the SG website.

Issuance of Certificates – the Provost requested a complete review on the issuance of degree granting certificates by LSSU. An Ad Hoc committee was formed to research this issue. They submitted a preliminary report that was sent to APPC. APPC reviewed it and submitted a second report to SGOC. SGOC reviewed and approved this report and returned it to the Provost for his approval. For a full accounting of this issue, see the SG website.

Scholastic Standards Membership - at the request of the chair of the Scholastic Standards committee four members from the faculty were added to this committee.

Infrastructure Committee – members of the infrastructure committee suggested that better representation was needed across campus. Several new members were added to this committee such that each building on campus and several key areas of campus were represented. See Appendix I for a complete list of committee members.

Honors Policy – The proposed policy sets guidelines on the application of honors course credits earned at other universities toward an honors degree at LSSU. This issue was submitted by the Director of the Honors program and was referred to the Academic Policies and Procedures Committee. The policy was approved as submitted by APPC, SGOC, and the Provost. For a full accounting of this issue, see the SG website.

Sick-Leave Buyout for AP Employees – this issue was submitted by the Director for Admissions and would allow AP staff to be paid a stipend based on unused sick leave, similar to what is done for the faculty, and ESP staff (who get longevity checks annually). SGOC committee members expressed their belief that it is a good idea and moved to forward it to the Strategic Planning and Budget Committee (SPB). SPB determined that they could not make a decision on this matter and forwarded it to the President’s Cabinet. The Cabinet decided that it was an issue for Human Resources and sent it to the Director of HR. SGOC has not heard from HR on this issue.

Transfer of Funds to be used for Renovations to Michigan and East Halls – The Provost asked for support from the Shared Governance Oversight Committee on the transfer of \$250,000

for renovations to Michigan and East Halls. The funds come from salary savings of positions that have not been filled. The renovations may result in several offices on campus moving to new quarters. The upgrade will bring these buildings into compliance without limiting their future use. He brought the issue to SGOC because the Infrastructure Committee is inactive right now and he wants to move forward on the project. The members approved a one-time transfer of funds from salaries to renovations, using the salary funds captured from vacant positions.

Development of Campus Recreation Dept – The facilities director of the Norris Center Athletic complex requested that a recreation department be formed. He also requested funding to attend a conference that would help him form this department. SGOC decided this isn't a Shared Governance issue and that as head of the Norris Center he would be free to establish a committee and budget Norris Center funds to attend conferences as needed to attain his goals.

Shared Governance Executive Committee – We decided that the Shared Governance Strategic committees needed a way to communicate with one another and to keep abreast of what each committee was doing. To that end we formed the SGEC (not to be confused with the SGOC). This committee is comprised of two members from each of the strategic committees, one of whom is the chair. We meet monthly to share information and ideas. It has been a valuable tool for the Shared Governance process at LSSU.



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