The following committees did not submit annual reports:
- Academic Standards
- Assessment
- Enrollment Management
- Environmental Stewardship
- Hekman Library
- Rhetoric across the Curriculum
- Center for Social Research Governing Board
- Ecosystem Preserve Governing Board

**CORE CURRICULUM (CORE)**

**INTENSIVE GOVERNANCE COMMITTEE**

**CHAIR: CRAIG HANSON**

A. Major issues addressed by the committee during the 2011–2012 year

In the course of CCC’s eighteen meetings, the committee responded to nineteen communications, including dozens of supplements. The majority of the committee’s energy was spent in two areas: 1) pursuing recommendations received in the spring of 2011 from the ad hoc Core Curriculum Review Committee and 2) addressing proposals from the History Department for additional core offerings, in conjunction with the department’s plans for a comprehensive curricular overhaul.

Charged with exploring possibilities for making the core more “efficient,” the ad hoc Core Curriculum Review Committee offered six recommendations (CCC Comm. #4-11/12, dated 22 April 2011; see also the twelve supplements). CCC spent a significant amount of time on the subject. Because the First-Year Assessment group is already addressing the Core Gateway category (Prelude and DCM), the committee did little with recommendation #4, though various experimental versions of Prelude were offered in the fall of 2011, in part, from CCC’s recommendations from the previous spring. Recommendation #5 for revisiting the FIT category also was not a major focus (the recommendation offers minimal reductions and other areas of the college, including Computer Science, are already considering alternatives). Similarly, the committee gave only minimal consideration to recommendation #1, prescribing different BA and BS core curriculums. By contrast, the committee was thorough in considering recommendation #2, suggesting changes in the foreign language requirement. While the requirement entails a significant number of core hours for some students, the requirement appears to be a genuine burden for only a small percentage: 43% of the 2010 graduating class took no foreign language whatsoever at Calvin, and just 16% took four foreign language courses. The written response from the foreign languages departments (CCC Comm. #7-11/12), along with a visit from faculty representatives, convinced most members of CCC that there is already a remarkable degree of flexibility in how students address this core requirement. Precisely as Calvin advertises its global sensibilities, many members of CCC found cutting foreign languages an inconsistent strategy. At the same time, the discussion underscored just how varied students’ experience of Calvin’s core is, and for some members of CCC, this is a serious problem. That inconsistency was also a major point of discussion in considering recommendation #3, which recommends the revision or elimination of the Global and Historical Studies category. CCC believes the category is plagued with problems and needs reforming, but the vote to eliminate the category failed. In committee discussion of recommendation #6, there was some enthusiasm for offering more core options during interim, though this suggestion comes with unique challenges: on the one hand, this recommendation actually requires no committee action (neither approval of EPC nor Faculty Senate) since nothing in writing currently prevents offering more core options during interim, and yet it would require important changes in order to be viable, changes that would depend upon various sorts of approval and political will (the calculation of interim hours would need to be revised to give different sorts of “credit” to departments for offering core courses in the interim than regular interim courses; approval of interim courses for core credit would have to be streamlined and coordinated between CCC and the Interim Term Committee; and presumably other concerns).

Regarding the History Department’s attempts to coordinate a curricular revision with the core curriculum, it was a failure, underscoring points of disconnection between the structure and rhetoric of the core. While core categories are not
owned by individual departments, and while the core curriculum is not intended as a general distribution model based on departments, it is hard to see how departmental turf wars weren’t to blame for the defeat of the proposed courses from the History Department. The original, very ambitious plans from the History Department to submit seven courses to four different categories of the core curriculum were tempered, and in the end, just three courses were presented to CCC for consideration, two of which were approved by CCC. History 256: Women and Gender in U.S. History was passed by CCC for the Societal Structures in North America category. History 264: Religion and Culture in the Protestant Reformation was passed by CCC for core credit in the Theological Foundation II category. History 266: The Holocaust in Literature and Memory was defeated by CCC for the Literature category. History 256 was passed by EPC but defeated at the year’s last Faculty Senate meeting (for reasons that seem to come down largely to whether senators believed a history course could in principle meet the category with little explanation for how this particular course failed to meet the category demands). History 264 was defeated at EPC, with the Religion Department arguing they are, in fact, the only ones qualified to teach in the theological categories (and thus de facto claiming to own the categories, a principle that the CCC rejects). The process underscored two characteristics of the core: 1) the degree to which approval is often political and bound up with disciplinary concerns that tend to play out departmentally and 2) the potential disparity between objectives outlined in the core document and SLOs and the ambiguous authority of the latter.

B. Actions brought before Faculty Senate
1. Courses
   • In addition to the two previously-noted history courses, (both of which were defeated, one at EPC and one at Faculty Senate), CCC approved two other courses: Math 145: Biostatistics, as an alternative to Math 143; and English 299 (Special Topics): Tolkien for Literature credit (both were approved by EPC and Faculty Senate).
   • Received: one chemistry course was reinstated for core credit (CHEM 105 for PHYW credit). It was approved at Faculty Senate in the spring of 2011 with an amendment, sending it back to EPC in the fall of 2011.

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
Received a copy of the revision of the New Mexico Semester Program and a report on core offerings for upcoming off-campus programs. CCC discussed—with no resolution—the degree to which these courses require CCC approval. In some cases, they seem straightforward, but there are plenty of exceptions (including a course focusing on South America that counts for core credit in the Societal Structures in North America category).

D. Issues that will continue to be before the committee next year
1. Clarifying the relationship between core category descriptions and SLOs. In particular, how authoritative are SLOs? Can a course be excluded from a core category when it meets the descriptions of the core document but not an SLO? What to make of the fact that SLOs have never been approved (even in principle) by Faculty Senate? What is the process for amending SLOs? Do they “belong” to CCC, and, if so, what role do those teaching within the category have to play in establishing them?
2. Assessment of the Integrative Studies category (in cooperation with the Assessment Committee). In particular, are courses actually serving the core’s goals?
3. The Global and Historical Studies category is widely acknowledged to be inconsistent.
4. Follow-up with Prelude and DCM vis-à-vis the First-Year Assessment program. The prescriptions outlined by CCC in spring of 2010 were placed on hold in connection with this larger review (indeed, the specifics of the core document require revising the document even for those prescriptions to be valid).
5. American Sign Language as an option for the foreign language requirement.
6. The role of CCC for courses in off-campus programs that receive core credit.

2011-2012 Communications and Actions

<table>
<thead>
<tr>
<th>Comm. #</th>
<th>Description</th>
<th>Action</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-11/12</td>
<td>Mandate</td>
<td>Received</td>
<td>NA</td>
</tr>
<tr>
<td>2-11/12</td>
<td>Year-End Report 2010-2011</td>
<td>Received</td>
<td>NA</td>
</tr>
<tr>
<td>3-11/12</td>
<td>CHEM 105 Reinstatement</td>
<td>Received</td>
<td>EPC 7-11/12</td>
</tr>
<tr>
<td>Comm. #</td>
<td>Description</td>
<td>Action</td>
<td>Follow-up</td>
</tr>
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<tr>
<td>4-11/12</td>
<td>ad hoc Core Curriculum Review Committee Summary and Recommendations</td>
<td>Discussed; elimination of GLHS core requirement defeated</td>
<td>Core courses during interim not taken up; fall agenda</td>
</tr>
<tr>
<td>5-11/12</td>
<td>New Mexico Semester Program Revision</td>
<td>Received</td>
<td>EPC 12-11/12; PPC</td>
</tr>
<tr>
<td>6-11/12</td>
<td>Language Arts Major and Fine Arts Major Revisions</td>
<td>NA</td>
<td>EPC 15-11/12</td>
</tr>
<tr>
<td>7-11/12</td>
<td>Foreign Languages Response to CCC Comm. 4-11/12 ad hoc Recommendations Document</td>
<td>Discussed</td>
<td>NA</td>
</tr>
<tr>
<td>8-11/12</td>
<td>Context for Subcommittee to Address 4-11/12</td>
<td>Discussed</td>
<td>NA</td>
</tr>
<tr>
<td>9-11/12</td>
<td>DRAFT: HIST 2XX, Bible and its Interpretation from the Fathers to the Reformation, Proposal for Biblical Foundations II Core Credit</td>
<td>Discussed</td>
<td>NA (just preliminary)</td>
</tr>
<tr>
<td>10-11/12</td>
<td>Template for Proposals for New and Revised Courses</td>
<td>Received</td>
<td>NA</td>
</tr>
<tr>
<td>11-11/12</td>
<td>MATH 145, Biostatistics, alternative to MATH 143</td>
<td>Approved</td>
<td>EPC 22-11/12</td>
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<tr>
<td>12-11/12</td>
<td>ENGL 299 (Special Topics): J.R.R. Tolkien Proposal for Literature Core Credit</td>
<td>Approved</td>
<td>EPC 28-11/12</td>
</tr>
<tr>
<td>13-11/12</td>
<td>History Department Proposed Curriculum Changes and SSNA Core Designation for HIST 251, 256, &amp; 259</td>
<td>Received</td>
<td>NA</td>
</tr>
<tr>
<td>14-11/12</td>
<td>Written Rhetoric SLOs, Revised</td>
<td>Returned to Department</td>
<td>NA</td>
</tr>
<tr>
<td>15-11/12</td>
<td>History Curriculum Changes</td>
<td>HIST 256 approved for SSNA core credit; HIST 264 approved for THF II core credit; HIST 266 defeated (emailed department)</td>
<td>EPC 34-11/12: HIST 256; EPC 35-11/12: HIST 264; EPC 39-11/12: HIST 266</td>
</tr>
<tr>
<td>16-11/12</td>
<td>English Department Response to Literature Core Proposal for History Department</td>
<td>Received</td>
<td>NA</td>
</tr>
<tr>
<td>17-11/12</td>
<td>Divisional Responses on the History Department's New Course Proposals for Core Credit</td>
<td>Discussed</td>
<td>NA</td>
</tr>
<tr>
<td>18-11/12</td>
<td>Off-Campus Programs, Fall 2012 Core Courses</td>
<td>Discussed (emailed OCP)</td>
<td>NA</td>
</tr>
<tr>
<td>19-11/12</td>
<td>Plan for the Review of the Integrative Studies (INST) Core Category</td>
<td>Discussed</td>
<td>Fixed agenda item for fall</td>
</tr>
<tr>
<td>20-11/12</td>
<td>Prelude 2011 Annual Report</td>
<td>Discussed (emailed recommendations)</td>
<td>EPC 41-11/12; sent to Assessment Committee</td>
</tr>
<tr>
<td>21-11/12</td>
<td>Bachelor of Music Education, Reduction of Core Requirements</td>
<td>Returned to Music Department (emailed department)</td>
<td>NA</td>
</tr>
<tr>
<td>22-11/12</td>
<td>CCE 2011-2012 Annual Report</td>
<td>Discussed; recommendations in minutes</td>
<td>EPC 42-11/12; sent to Assessment Committee</td>
</tr>
<tr>
<td>23-11/12</td>
<td>Transfer Credit Comparison</td>
<td>Received</td>
<td>Fall agenda for further consultation</td>
</tr>
<tr>
<td>24-11/12</td>
<td>Summary Clarifying Relationship between SLOs and Core Categories</td>
<td>Approved (by email)</td>
<td>EPC 40-11/12</td>
</tr>
</tbody>
</table>
EDUCATIONAL POLICY (EPC)

INTENSIVE GOVERNANCE COMMITTEE
CHAIR: CHERYL BRANDSEN

In the course of the EPC’s seventeen meetings, the committee responded to forty-two communications, many of which had multiple supplements.

Twenty-six of these communications were forwarded to Faculty Senate for information or approval. Faculty Senate approved or accepted for information all items before them with the exception of a request for an existing course to carry core credit (HIST 256, Women and Gender in North American History, for SSNA core credit).

Nine of the remaining communications received by EPC were for discussion and information, one communication was withdrawn by the proposers, and six communications are being held over to 2012-2013.

A. Major issues addressed by the committee during the 2011–2012 year

1. Courses
   • A total of twelve new courses were approved: one in biology (212), two in engineering, one in English (365), one in geology (325), one in the Honduras semester, one in mathematics (145), and five in public health (101, 248, 295, 380, and 395).
   • One of these new courses replaced an eliminated course (GEOL 325 added; GEOL 230 eliminated).
   • A new advanced placement course was approved for IDIS 110.

2. Core Credit
   • Core credit was approved for courses in chemistry and mathematics.

3. Large Program Initiatives
   • A new major in public health, approved by EPC in 2011-2012 but not forwarded at that time to Faculty Senate, was re-approved.
   • An existing New Mexico semester program was revised and approved.

4. Additional Program Changes
   • Minor changes were approved for majors, minors, and/or courses in archeology, business, CAS, chemistry, computer science, education, engineering, medieval studies, political science, and psychology.

5. Off-Campus Programs
   • An existing New Mexico semester program was revised and approved.

6. Reports or Items Received and Discussed
   • The following reports were received by EPC for information: mandate; year-end EPC 2010-2011 report; TurnITIn plagiarism detection report from RAC; Core curriculum review summary and recommendations report from the ad hoc Core Committee; external review report from the Psychology Department; interim concerns from the Interim Term Committee; and special topics course from the English Department.
   • In addition to received reports and items, EPC discussed the following items: templates for new and revised courses and majors/minors, catalog revisions for IDIS majors, exam policies and audits, transcript designations, academic honesty and integrity policy, and the college’s core program.
   • Annual reports were received but not yet discussed from Prelude, CCE, the Core Committee, and pre-professional program advisors.

D. Issues that will continue to be before the committee next year

• Carry-over reports from 2011–2012
• Off-campus program review templates
• Exam audits
• SLOs and core categories (with the CCC)
• Academic honesty and integrity policy
• Defining a credit hour
• Transcript designations

**PROFESSIONAL STATUS (PSC)**

**INTENSIVE GOVERNANCE COMMITTEE**  
**CHAIR: GAYLEN BYKER**

A. Major issues addressed by the committee during the 2011–2012 year  
The Professional Status Committee held 26 meetings and considered a total of 69 faculty and administrative reappointments and/or promotions, and 12 new appointments as well as 19 communications, some in multiple versions. See sub points B and C below for an overview of the major issues handled by PSC.

B. Actions which have been or will be brought before Faculty Senate  
1. Updates to faculty development policies (*Handbook* 5.1–5.5)  
2. Decision to continue with paper (rather than online) evaluations of all professors and all regular courses every semester.

C. Other actions, although not involving Faculty Senate, which the committee initiated or implemented  
1. Reviewed candidates for tenure, reappointments, and new appointments.  
2. Reviewed and approved (or denied) departmental allocations of resources and declarations of faculty openings for the 2012-2013 academic year.  
3. Ratified the Faculty Development Committee’s recommendations for sabbaticals and CRFs.  
4. Selected recipients for various faculty teaching awards; forwarded nominations to the president for the Exemplary Teaching Award.  
5. Provided advice to the president on requests for exceptions to the Christian schooling and church membership requirements.

D. Issues that will continue to be before the committee next year  
1. Review the following sections of the *Handbook for Teaching Faculty*:  
   • 6.1 – 6.4 – procedures for addressing a variety of allegations  
   • 3.10.3 – severance/termination procedures  
   • 3.7 – reappointment process  
2. Faculty expectations and accountability.

**TEACHER EDUCATION (TEC)**

**INTENSIVE GOVERNANCE COMMITTEE**  
**CHAIR: CRYSTAL BRUXVOORT**

A. Major issues addressed by the committee during the 2011–2012 year  
1. Approved the following revised majors, minors, and courses:  
   • Language Arts major  
   • Fine Arts minor  
   • BIOL 212  
   • Proposal to reduce core requirements for the Bachelor of Music Education Program  
2. Approved the Undergraduate Teacher Education Accreditation Council (TEAC) Internal Audit procedures.  
3. Approved the Undergraduate TEAC Inquiry Brief Proposal Draft.  
4. Approved the Graduate TEAC Internal Audit procedures.  
5. Approved the Graduate TEAC Inquiry Brief Proposal Draft.  
6. Reviewed relevant assessment data and shared data with departments as appropriate.
7. Reviewed the 2012 Principal Survey results and approved a summary report for the Michigan Department of Education.

8. TEC Chair and Dean for Teacher Education met with a student advisory group to collect feedback related to their experiences in the Teacher Education Program.

9. Evaluated and prioritized nine motions in response to the “Independent Study of Undergraduate AHANA Students: How they Experience and Perceive the Education Program at Calvin College.”

10. Monitored and responded to proposed changes to Michigan's Teacher Certification Code.

11. Approved the revised undergraduate Exit Survey.

12. Approved a list of undergraduate Teacher Education Advisor Responsibilities.

13. Approved the Graduate Teaching Assistants Proposal.

14. Created an ad-hoc committee on Governance to begin the work of clarifying and improving the governance structure of the Education Program.


16. Approved a proposal to require EDUC 102 (or concurrent enrollment in EDUC 102) as a prerequisite for EDUC 210: Music and Art in the Elementary Classroom.

B. Actions brought before Faculty Senate
1. Revised Fine Arts minor
2. BIOL 212 proposal

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
None

D. Issues that will continue to be before the committee next year
High Priority:
2. Governance
   • Clarify relationships between TEC, the Graduate Program, the Education Department, the Dean for Teacher Education, and the Graduate Program Director.
   • Submit proposal to Faculty Senate during Spring 2013.
   • Update TEC mandate and submit to Committee on Governance.
3. Revise the following programs, ensuring that State Standards are met:
   • Special Education major
   • Secondary Computer Science Minor
4. Implement the prioritized Motions for TEC based on the AHANA Report.
5. Improve the departmental student teaching approval process.

Lower Priority:
1. The Conceptual Framework and Statement of Commitment to Professionalism documents need to be rewritten and updated.
2. Update the Candidate Support System based on recommendations from the Student Support Committee
3. Establish Broene Counseling Center liaison to consult regularly with the Student Support Committee.
4. Revisit Candidate Assessment System, especially the minimum GPA requirement (2.4 to appeal, 2.5 for admission, student teaching, and certification).
5. Evaluate part-time elementary student teacher supervisor compensation and the draft elementary seminar course.
6. Evaluate Curriculum Center location and offerings.
7. Ensure that website content is relevant, accurate, and updated.
8. Possible new courses or Interim offerings:
   • Technology
   • Classroom management
A. Major issues addressed by the committee during the 2011–2012 year
At the request of PSC, the Academic Advising Committee was asked to provide a review of Calvin College’s academic advising assessment. To date, advising has not been holistically assessed at Calvin. A subcommittee was formed with the purpose of answering the following questions: Do the advising evaluations solicited from advisees on the occasion of their faculty advisor’s reappointment or post-tenure review aid in the reappointment and faculty development process? What improvements can be made to the advising assessment? Are there ways to generate statistically reliable data on advising? In light of these questions, previous advising evaluation data was examined and the assessment instrument (created in 2002) was evaluated. A modified assessment instrument was developed, incorporating some prompts from the original assessment as well as prompts based on the current research literature on academic advising. The subcommittee, together with the main Academic Advising Committee recommended to the provost that all students as well as advisors should be surveyed concerning their April advising experiences. As of the writing of this document, these on-line surveys have recently closed. Data is expected in early June and analysis will be disseminated in the report to PSC.

The Academic Advising Committee examined a variety of other issues this year.
1. We discussed the CONNECT experience of 1st year students with their departmental advisors at the CONNECT lunch during Quest. Solicited departmental comments led the committee to conclude that CONNECT was a good experience for both students and departments and recommended continuing this important first meeting.
2. We considered the implications of pre-registering 1st year students prior to their Passport visit. No decisions were made and this option will be part of an on-going discussion in conjunction with the 1st Year Experience Steering Committee.
3. Email notifications are now being sent to advisors and students alerting them to changes (new or removal) of advisors.
4. We deliberated over a pilot advising program for 1st year undecided/exploratory students. This pilot program will select a cohort of advisors who will work the entire academic year with 1st year students who are uncertain about their major. In the sophomore year, these students will transition into advising relationships with faculty major advisors.
5. Two committee members, Dana Hebreard and Julie Yonker, attended the 1st Year Experience Conference and presented advising information learned from this conference.
6. The committee worked with the Associate Director of Academic Advising, Dana Hebreard, to develop an advisor, training based newsletter distributed before April advising.
7. The Advising Handbook and the first year guide http://www.calvin.edu/academic/services/advising/acadguide.html were also created in collaboration with the academic advising committee.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
See description above of campus-wide advisee and advisor assessment in April.

D. Issues that will continue to be before the committee next year
1. Submit our report of academic advising to the PSC for their first fall meeting.
2. Serve at the request of PSC concerning implementation of recommendations put forth in the Academic Advising report.
3. Evaluate implications of pre-registering 1st year students prior to their Passport orientation.
4. Analyze inequities in advising loads/numbers for faculty (by department and individually) and develop possible solutions.
ATHLETICS (ATHL)

GOVERNANCE COMMITTEE
CHAIR: MARY FLIKKEMA

A. Major issues addressed by the committee during the 2011–2012 year
   Issues of academic eligibility for all team and club sports. The committee received 3 appeals for academic eligibility. One was granted, one was denied and one was not accepted for a variety of reasons. Last year the committee was able to document guidelines for what constitutes Good Progress when eligibility situations may be unclear (transfer credits, transfer students who may have competed at their previous institution, and students who may be doing well overall, but have personal situations that may lead to one poor semester). The purpose of this effort was to establish guidelines so when questions arise, the registrar and the committee may be fair and consistent with all student athletes. It is also necessary to adhere to eligibility requirements for the conference and the NCAA as it relates to our definition of good progress. Eligibility requirements are provided to students with information prior to, at admission in an all athlete student meeting, and on the Kinesiology Department Website. The guidelines have been helpful in determining academic eligibility in a more consistent manner. The guidelines have also assisted the committee in determining approval or disapproval of student athlete appeals. More work can be done in this area.

B. Actions brought before Faculty Senate
   The football task force brought information and asked for a vote from the Faculty Senate last Spring. The committee members served on the task force and were present to answer questions.

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   1. Two anticipated new varsity sports at Calvin, lacrosse and football (maybe) will increase the number of student athletes, the work of eligibility review and may create new considerations for the committee and the college.
   2. During the past academic year the committee worked on updating and clarifying the committee mandate. It was determined that with increased numbers of student athletes and increased responsibilities for the committee 2 things were necessary: more committee members to accomplish the work effectively and a job description and guidelines for the Faculty Athletic Representatives to the MIAA and NCAA. Both of those documents will come as proposals to the Senate during the Fall semester.
   3. Eligibility handout was revised and updated. Department Chairs were asked for input from their departments about student athletes and missed class time. The English department provided useful feedback. There were no other responses.

D. Issues that will continue to be before the committee next year
   1. Academic eligibility review is always ongoing. While this process may seem straightforward (and it usually is) there are many situations that require special attention and sometimes difficult decisions. The administrative assistants in the Kinesiology department and everyone in the registrar’s office are exceptional. The committee is very appreciative of their efforts for the committee in providing information and transcripts when we need them.
   2. The committee has renewed it’s efforts to decrease missed class time. Circumstances in scheduling sports according to MIAA guidelines have made this difficult at times. The process will continue to be discussed at MIAA meetings.

CHAPEL (CHAP)

GOVERNANCE COMMITTEE
CHAIR: PAUL RYAN

A. Major issues addressed by the committee during the 2011–2012 year
   The committee discussed the role and mission of chapel at Calvin. Historically, the chapel committee has not addressed this question in depth, nor produced foundational documents how chapel services function in a Christian academic set-
The committee continued its discussion from 2010–2011 academic year and made use of documents discovered in the archives of the Chapel Building Committee in the 1980s. Arising out of several discussions, the committee produced a draft mission statement that it plans to distribute to key stakeholders for comment.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
The committee affirmed the practice of hosting a Tenebrae service on Palm Sunday, but discussed and approved that the college will not hold a Tenebrae Service on years when Palm Sunday falls during spring break. This will occur in the next decade only in 2013 and 2016.

D. Issues that will continue to be before the committee next year
The committee will distribute the draft mission statement for comment, seek to make the community aware of it, and begin to make use of the mission document in its decisions.

**Cross-Cultural Engagement (CCE)**

**Governance Committee**
**Chair: Michelle Loyd-Paige**

A. Major issues addressed by the committee during the 2011–2012 year
1. Lack of on-campus options for students to fulfill CCE requirement
2. The need to restructure the CCE requirement

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
None

D. Issues that will continue to be before the committee next year
Revisiting the purpose and structure of the Cross-cultural engagement requirement

**Gender Equity (CGE)**

**Governance Committee**
**Chair: Dana Hebreard**

A. Major issues addressed by the committee during the 2011–2012 year
The most significant focus of the 2011–2012 Committee was the execution of a campus-wide gender climate survey. Below, you will see the timeline of events.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action Taken</th>
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</thead>
<tbody>
<tr>
<td>October 2010</td>
<td>David Leugs met with Neil Carlson regarding survey and estimated budget numbers.</td>
</tr>
<tr>
<td>November 2010</td>
<td>Submitted proposal to the Provost’s Office.</td>
</tr>
<tr>
<td>February 2011</td>
<td>GEC representatives met with Provost Claudia Beversluis and Dean Michelle Loyd-Paige.</td>
</tr>
<tr>
<td>April 2011</td>
<td>Communicated with Human Resources Office regarding climate survey questions.</td>
</tr>
<tr>
<td>April 2011</td>
<td>Communicated with Julia Smith in Student Life Division regarding survey.</td>
</tr>
<tr>
<td>May 2011</td>
<td>Received copy of the MAC Survey.</td>
</tr>
<tr>
<td>Date</td>
<td>Action Taken</td>
</tr>
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<td>-------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>June 2011</td>
<td>Met with Dean of Institutional Research, Michael Stob, and discussed upcoming survey and the HERI information.</td>
</tr>
<tr>
<td>Summer 2011</td>
<td>Initial draft of Gender Climate Survey was created.</td>
</tr>
<tr>
<td>September 2011</td>
<td>Communicated with Julia Smith again about time frame of surveys.</td>
</tr>
<tr>
<td>September 2011</td>
<td>Met with Dean Cheryl Brandsen regarding the direction of the survey.</td>
</tr>
<tr>
<td>September 2011</td>
<td>Collaborated and met with GVSU Women's Center Representatives to review survey instrument.</td>
</tr>
<tr>
<td>November 2011</td>
<td>Met with sociology faculty members to revise Gender Climate Survey.</td>
</tr>
<tr>
<td>December 2011</td>
<td>Draft of Gender Climate Survey was presented to Gender Equity Committee.</td>
</tr>
<tr>
<td>December 2011</td>
<td>Submitted documents to the Center for Social Research.</td>
</tr>
<tr>
<td>January 2012</td>
<td>Met with representatives from the Center for Social Research to lay out a plan.</td>
</tr>
<tr>
<td>February 2012</td>
<td>Emailed survey to chair of the Institutional Review Board.</td>
</tr>
<tr>
<td>February 2012</td>
<td>Gender Climate Survey was uploaded to electronic version by Center for Social Research.</td>
</tr>
<tr>
<td>March 2012</td>
<td>Plans for the survey presented to Faculty Senate for information.</td>
</tr>
<tr>
<td>April 2012</td>
<td>Survey distributed to entire campus (faculty, staff, and students).</td>
</tr>
</tbody>
</table>

As of the writing of this report, the online surveys have been closed. The initial results from the survey have been received from the Center for Social Research. The overall response rate was low. This could be attributed to the fact that the committee did not have a budget for incentives or it could be attributed to the fact that some faculty/staff confused the Gender Equity Survey with the Safe Spaces Survey. As of now (4/17/12), a total of 1069 people have responded overall. Staff: 43.65% have responded. Faculty: 42.42% have responded. Students: 19.12% have responded. Overall: 23.64% have responded.

Analysis will be conducted over the summer and disseminated to faculty senate and the community at large during the 2012–2013 academic year.

B. Actions brought before Faculty Senate
David Leugs and Dana Hebreard spoke in front of the Faculty Senate on March 5, 2012, with regards to the Gender Equity Survey. Please see above timeline for details.

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
On January 6, 2012, three members of the committee met with the Provost (and other academic deans) to discuss implementation and clarification of the policy regarding automatic extension of the tenure clock for pregnancy and childbirth.

The Gender Equity Committee was also asked to maintain the content on the web site about harassment and abuse of power available at: http://www.calvin.edu/student-life/forms-policies/sexual-harassment.html. The VP of Student Life, Shirley Hoogstra, asked if the committee would be willing to take responsibility for any further edits or refining of that page. Additionally, Christina VanDyke volunteered to be the GEC representative for the second phase of the task force on sexual harassment.

D. Issues that will continue to be before the committee next year
1. Networking: Creating an informal setting for women on campus or, perhaps, an inclusive group for all genders with children younger than 5 or ailing parents (two examples) to network. This was a suggestion from the 2011 Town Hall Meeting that might be something the future committee members could address.
2. Gender identity issues: Creating a campus that contains more gender neutral single occupant bathrooms. Of the few that do exist, some are faculty/staff only. This is a request that comes out of working with students in SAGA. Also, more education on transgender and intersex individuals would be a great idea.
3. Follow up for Task Force on Family Friendly Benefits:
   • Confirm that approved proposals and changes continue to appear in faculty and staff handbooks.
   • Revise the document listing examples of faculty maternity leave and make sure it continues to be available (and visible) online.
   • When the financial situation improves, re-propose those items that were not approved in 2008–2009 for budgetary reasons, namely family care leave and paid holidays for part-time staff.
   • Produce a comprehensive Gender Equity Report, with the assistance of the Office of Assessment and Institutional Research.

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**Faculty Development (FDC)**

**Governance Committee**

**Chair: Don Tellinghuisen**

A. **Major issues addressed by the committee during the 2011–2012 year**
   1. *Sabbaticals.* The faculty pool for sabbaticals was higher this year than last year—29 vs. 19. This forced us to turn down several very good proposals, leaving us with 23 approved. As a committee we have made a commitment to funding both sabbaticals and CRFs (holding a portion of total funding aside to ensure funding CRFs).
   2. *Calvin Research Fellowships.* The number of CRF applicants was also higher this year than last 39 vs. 31. This resulted in our being unable to fund all proposals. We funded 29 persons.
   3. *Predictions.* Well over 100 faculty members will be eligible for sabbatical next year. We expect that the demand for sabbaticals will continue to increase in the coming years. Current funding levels are not sufficient to cover this increase and maintain funding of CRFs at the current level.

B. **Actions brought before Faculty Senate**

   PPC11-01 Changes to Faculty Development Policies, Handbook 5.1-5.5

C. **Other actions, not involving Faculty Senate, that the committee initiated or implemented**
   1. FDC delegated review of applications for the Fund for Improvement of Teaching to Teaching Fellows in the Teaching-and-Learning Network.
   2. Interim Leave. In the past faculty members have just applied directly to the deans for interim leave. The committee determined that faculty members should apply for a normal CRF first and then apply for a CRF for interim leave with the Dean second. This FDC decision was superseded (and is therefore outdated), since the PSC and Faculty Senate subsequently eliminated Interim Study Leaves from the list of Faculty Development opportunities in the Handbook.
   3. Coordinate applications between Calvin Center for Christian Scholarship and CRF when appropriate. Proposals for both CCCS and FDC will be due October 1/award decisions made by the end of October; the sabbatical deadline will remain September 20. If applicants choose to apply for a CCCS grant, they will also have the option will also allow them to be considered for a CRF.
   4. Made extensive updates to online CRF and Sabbatical application forms, following approval of committee action brought to Faculty Senate.

D. **Issues that will continue to be before the board next year**
   1. Continue to monitor the implementations of changes in online application processes.
   2. Likely be faced with much higher numbers of sabbatical and CRF applications than funding levels will allow for approval. This will continue to make CRF and particularly sabbatical applications more competitive than had been the case in previous years.
GOVERNANCE (GOVER)

GOVERNANCE COMMITTEE
CHAIR: CLAUDIA BEVERSLUIS

A. Major issues addressed by the committee during the 2011–2012 year
1. Outgoing members of governance committees and boards were replaced.
2. Elections were held to replace outgoing members of COG, PPC, and Faculty Senate.
3. Ways the Calvin portal might be used to enhance communication among committee members and between committees and the campus community were investigated.
4. Primarily minor changes to a handful of committee mandates were approved.
5. Committees' annual reports to Faculty Senate from 2010–2011 were reviewed.
6. The possibility of creating a faculty appeals committee to advocate regarding matters of process in PSC personnel decisions was discussed. The committee agreed to wait for approved revisions to the faculty handbook before proceeding.
7. Input was provided on a draft of the Calvin Press proposal sent to PSC.
8. Input was provided on a proposal from Student Senate regarding increasing the number of student members on governance committees.
9. Throughout the semester, COG discussed the relationship between faculty and administrators and how both contribute to governance. Faculty have turned over some of the tasks they previously handled (e.g., planning chapel services) into the hands of professional administrators, which frees faculty to devote more time to teaching and research but also changes their role in shared governance to an advisory one. COG continues to monitor how best to balance decision making between faculty and administrators.

B. Actions brought before Faculty Senate
COG11–01, “Annual Reports from Governance/Advisory Committees and Governing Boards”

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
The terms of the teaching faculty members on PPC need to be staggered. In the fall of 2012, COG will submit one possible option to a faculty vote.

D. Issues that will continue to be before the committee next year
1. A review of committee structures, classifications, loads, etc., will begin.
2. Discussion of communications strategies in light of limited CIT staffing to support portal implementation will continue.
3. Upon approval of faculty handbook revisions by PSC, a faculty appeals committee will be created.

INSTITUTIONAL BIOSAFETY BOARD (IBC)

GOVERNANCE COMMITTEE
CHAIR: KEITH GRASMAN

A. Major issues addressed by the committee during the 2011–2012 year
After several years of relative inactivity, the committee reassessed its responsibilities for compliance with grant regulations and for ensuring safety of students, faculty, and staff working with recombinant DNA and (or) potentially infectious microorganisms. The committee then developed policies, procedures, and training materials to meet its mandate and then began to implement the use of these materials.

B. Actions brought before Faculty Senate
None
C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   1. Two staff members of the committee (Lori Keen from Biology and Heather Chapman from Environmental Health and Safety) attended a biosafety workshop in Maryland to learn about IBC regulations and practices. Following this workshop they worked with the committee chair to gather additional written IBC resources from the federal government and other research institutions.
   2. Lori, Heather, and the committee chair developed training resources for the IBC, training resources for investigators and students, and a protocol review form and procedure.
   3. The committee completed a survey of science division faculty and staff to identify potential research projects needing an IBC protocol and to alert the science division about the need for such protocols.
   4. The committee reviewed and approved a biosafety protocol for one research project.

D. Issues that will continue to be before the board next year
   1. Complete biosafety safety training sessions for 1) the IBC committee and 2) investigators in departments conducting research (e.g., biology and chemistry).
   2. Review any new IBC protocols.
   3. Request and review an annual report for each approved IBC protocol.
   4. Maintain records for all approved IBC protocols and reports.
   5. Establish an IBC web page describing the purpose and procedures of the IBC. IBC policies, forms, and training materials would be available for download on this web page.
   6. Consider the need for designating an institutional biosafety officer (perhaps Lori Keen) to facilitate the administrative work of the committee, especially training, expedited protocol review, and record keeping.
   7. Continue to develop ICB policies and procedures, including potential overlap with the Institutional Review Board and the Institutional Animal Care and Use Committee.

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### INSTITUTIONAL REVIEW BOARD (IRB)

**Governance Committee**  
Chair: Herb Fyneweaver

A. Major issues addressed by the committee during the 2011–2012 year
   Provision of prompt response and review of all research proposals brought before the committee.

B. Actions brought before Faculty Senate
   None.

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   Forty (40) proposals were approved and ten were renewed between July 1, 2011 and June 30, 2012 (see attached list). Written approval was sent electronically to each primary investigator and filed electronically with Dawn René in the provost’s office.

D. Issues that will continue to be before the committee next year
   The board will monitor changes to federal requirements and seek to assure that research done at Calvin meets those requirements.

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<td>Phillip Hash</td>
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<td>The Ratings and Reliability of the 2010 Virginia Band and Orchestra Directors Association District Festivals</td>
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<td>Relationship Status of Calvin College Undergraduate</td>
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<td>Julie Fairchild,</td>
<td>Capella University</td>
<td>“Is the Process the Problem? Impact of Selection Methods on Reported Job Satisfaction among Academic Department Chairs in Three Southwestern Michigan Colleges</td>
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<td>Supportive-Educative Mental Health Groups for Women in our Partner Neighborhoods</td>
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**INTERIM TERM (ITC)**

**Governance Committee**

**Chair: Tim Steele**

A. Major issues addressed by the committee during the 2011–2012 year
   1. Intersection between interim and the core curriculum
   2. Strategic planning for the off-campus interim program
   3. Discussed the impact of proposed changes to the DCM program and the role of the ITC in approving DCM courses in consultation with the DCM director
   4. Off-campus independent study interim courses with respect to course numbering and grading
   5. The role of ITC in approving numbered and graded courses offered during the interim

B. Actions brought before Faculty Senate
   1. 33 proposed off-campus courses were presented on April 9, 2012.
   2. 82 proposed regular on-campus courses and 30 proposed DCM courses were presented on May 7, 2012.
3. Additions to the interim-2012 course lineup accepted by ITC between May 2011 and January 2012 (total of 23 courses).

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
1. Off-Campus Interim Information Meeting held on December 2, 2011.
2. Recommended to Tom Steenwyk that a new “W” course number for off-campus independent study courses be created that would serve as the course number for non-graded independent study courses taken during the interim.
3. The committee instructed the chairman to write a memo that was sent to all departments proposing courses calling for part-time instructors. The memo outlined the committee’s responsibility to respect the college budget. It asked departments to clearly lay out the necessity and expertise of the part-time instructors. Responses to this memo were used in evaluating 10 proposed courses.

D. Issues that will continue to be before the committee next year
1. Standards for evaluating May interim offerings.
2. Development of guidelines/training resources for off-campus courses that include service learning components.
3. Fees for on-campus courses. The committee needs to come up with better language for describing what is and what is not acceptable.
4. Strategic planning for off-campus interims. The committee will work with departments to address the following issues: 1) the need for departments to develop, in consultation with ITC, a plan for off-campus courses that must be taught during interim, including major courses, core courses, and special topics courses, both graded and non-graded; 2) sequencing of course offerings in light of the “two-year repeat” rule in the ITC guidelines, including development of new guidelines for “strategic” non-graded courses; 3) development of a model that would provide transparency, predictability, and consistency, and that would ensure equity among departments while preserving the “spirit of the interim” as set out in college documents.

MULTICULTURAL AFFAIRS (MAC)

GOVERNANCE COMMITTEE
CHAIR: MICHELLE LOYD-PAIGE

A. Major issues addressed by the committee during the 2011–2012 year
1. Collecting data and completing 2012 MAC State of the Campus report
2. Anti-Racism Strategic Plan development
3. Loss of Faculty and Staff of Color
4. Review of report from The Teaching Network: International Faculty and Pedagogy Working Group
5. Selecting From Every Nation Teaching Excellence Award recipient

B. Actions brought before Faculty Senate
1. 2012 MAC State of the Campus report (for information)
2. Welcoming Diversity online training (for information)

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
1. Letter to and Meeting with President’s Cabinet regarding divisional reports to MAC
2. Letter to Presidential Search Committee

D. Issues that will continue to be before the committee next year
   Full implantation of the goals and strategies of the From Every Nation Document
OFF-CAMPUS PROGRAMS COMMITTEE (OFFC)

GOVERNANCE COMMITTEE
CHAIR: DAN MILLER

A. Major issues addressed by the committee during the 2011–2012 year
   1. Defining the goals of OCPs.
   2. Developing assessments for OCPs.
   3. Determining how to prepare students for off campus experiences and debriefing them afterwards.
   4. Summer OCPs in Hong Kong and Indonesia.

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   1. Provided feedback to Don De Graaf, Director of Off-Campus Programs, on issues that he brought to the committee for consultation and advice.
   2. Developed an assessment instrument to use in evaluating Off-Campus semester programs.
   3. Developed goals to guide planning of Off-Campus Programs.
   4. Supplied members for the Kuyers Committee, the “Slot” Committee (which reviews student requests for financial aid to non-Calvin Off-Campus Semester Programs), the Travel Safety Committee, the Recruitment Committee for Directors of Off-Campus Semester Programs, and the Evaluation Team for the Honduras Fall and Spring Semester Programs.
   5. Approved directors for Off-Campus Programs in Britain 2014 (Susan Felch), Netherlands 2014 (Bob Hoeksema), and New Mexico 2013 (Becky Haney).
   6. Chair of OCPC served on evaluation team for the Honduras semester programs.

D. Issues that will continue to be before the committee next year
   1. Assist Director of OCP in implementing assessment procedures for Off-Campus Semester Programs.
   2. Assist Director of OCP in locating directors for the Ghana semester program.
   3. Exchange programs (e.g., Tokyo Christian University).
   4. Preparing Directors to deal with students who have personal problems.
   5. Off campus student teaching opportunities.

PLANNING AND PRIORITIES (PPC)

GOVERNANCE COMMITTEE
CHAIR: GAYLEN BYKER

A. Major issues addressed by the committee during the 2011–2012 year
   1. Proposal to add Men’s and Women’s Lacrosse as intercollegiate sports.
   3. Proposal to add Dice Mineralogical Museum to North Hall.
   5. Considered costs and revenues of a proposed public health major and minor.

B. Actions brought before Faculty Senate
   1. PPC 11-01: Copyright Policy, handbook 6.15
   2. PPC 11-02: Revisions to Study in New Mexico Program
   3. PPC 11-03: Report from Football Feasibility Task Force
4. PPC 11-04: Proposed Video Surveillance Policy
5. PPC 11-05: Proposed Strategic Enrollment Management Plan
6. PPC 11-06: Proposed Calvin College-Calvin Theological Seminary Collaborative Endowment
7. PPC 11-07: Revision to Gary and Henrietta Byker Chair in Applied Reformed Theology and Worldview

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
1. Formation of ad hoc committee to develop the idea of adding a west wing to the Spoelhof Center
2. Benefits were renewed for July 2012 through June 2013
3. Proposed faculty and staff salary program for 2012-13
4. Proposed tuition, room and board costs for 2012-13

D. Issues that will continue to be before the committee next year
1. Proposed budget for 2013-14
2. Benefits renewal for 2013-14
3. Beginning of the next strategic planning process

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**Scholarships and Financial Aid (CSFA)**

**Governance Committee**

**Chair: John Ferdinands**

A. Major issues addressed by the committee during the 2011–2012 year

The full committee met once, on October 19, 2011. At this meeting, Craig Heerema made a presentation on changes to the academic scholarship and diversity award programs. For the academic scholarships, the award values were increased and the awarding criteria changed to make Calvin’s scholarships more competitive among peer institutions. Students with conditional admission are now eligible for diversity awards, a change from the former policy.

Most of the work of the committee was carried out through two sub-committees: the First Time in Any College (FTIAC) and Transfer sub-committee and the Upperclassmen subcommittee.

1. The FTIAC and Transfer sub-committee met regularly during the fall and early spring to review the academic scholarships awarded to prospective first year and transfer students. By June 14, 1,970 academic scholarships had been awarded to potential students for 2012-13. The sub-committee also determined the recipients of Trustees scholarships, and offered 92 of these awards. The initial awards were made using a computer program; sub-committee members then reviewed the awards to ensure accuracy and consistency, and made decisions about awards for students who were near the cut-offs for the different scholarships.
2. The Upperclassmen subcommittee has met, and will continue to meet, during the summer to review appeals by returning students who have had their scholarship awards reduced or taken away completely because their GPA did not meet the criteria for renewal.

B. Actions brought before Faculty Senate

None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented

In 2010-11 the mandate of the committee was amended to state that it must include an alumni representative who would serve in an advisory role, not being on a subcommittee. Marjorie Hoogeboom served in this capacity in 2011-12.

D. Issues that will continue to be before the committee next year

1. As stated at the beginning of this report, changes were made in the academic scholarship and diversity award programs, with the ultimate objective of increasing student enrollment at Calvin. The committee will monitor the effects of these changes next year. This year the number of students accepting scholarships increased significantly compared
with last year (732 compared to 629), but this was somewhat offset by a decline in the number of acceptances by students with no scholarships. For the Trustees, Presidential and Dean's scholarships we had 376 acceptances for a yield of 39%, compared to 309 last year for a yield of 35%. So it seems reasonable to conclude that the increased value of the scholarships helped to attract stronger students.

2. Students are considered for diversity awards based on information they provide on their application to be admitted to Calvin. During 2010-11 and again this year, the committee received appeals for diversity awards from returning students who had not been given an award during their first year. The committee will need to decide on guidelines to be consistent and fair in dealing with appeals of this kind.

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**STUDENT DISCIPLINE (SDC)**

**GOVERNANCE COMMITTEE**

**CHAIR: KEVIN VANDER STEEKE**

A. Major issues addressed by the committee during the 2011–2012 year
   1. The Student Conduct Committee conducted training sessions for new members in October 2011.
   2. The Student Conduct Committee was prepared to meet with students upon request for formal hearings.

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   None

D. Issues that will continue to be before the committee next year
   The Student Discipline Committee will respond to student requests for hearings as they arise. Students have the option to choose a formal hearing or an informal hearing. If students choose a formal hearing the committee will adjudicate the case.

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**STUDENT DISCIPLINE COMMITTEE APPELLATE BOARD (SDCAB)**

**GOVERNANCE COMMITTEE**

**CHAIR: SHIRLEY HOOGSTRA**

A. Major issues addressed by the committee during the 2011–2012 year
   During the 2011–2012 academic year, the Appellate Board had two students who requested a formal hearing. One student was charged with two violations. The violations were in these categories:
   1. Underage Consumption of Alcohol (1)
   2. Alcohol Intoxication (1)
   3. Academic Dishonesty—Plagiarism (1)

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   None

D. Issues that will continue to be before the committee next year
   None
**Appeal Hearings 2011–2012**

<table>
<thead>
<tr>
<th>Name of Student</th>
<th>Appeal Hearing Date</th>
<th>Violation and Date Appeal Granted/Denied</th>
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</thead>
<tbody>
<tr>
<td>Sophomore Female</td>
<td>November 18, 2011</td>
<td>Violating Student Code Conduct</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Underage Consumption</td>
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<td></td>
<td></td>
<td>• Intoxication</td>
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<tr>
<td></td>
<td></td>
<td>Appeal Denied</td>
</tr>
<tr>
<td>Senior Female</td>
<td>November 18, 2011</td>
<td>Violating Student Code Conduct</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Plagiarism</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Appeal Denied</td>
</tr>
</tbody>
</table>

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**STUDENT LIFE (SLC)**

**GOVERNANCE COMMITTEE**

**CHAIR: BRIAN FULLER**

A. Major issues addressed by the committee during the 2011–2012 year
   1. The bulk of the committee’s work – conducted chiefly in the spring semester – was devoted to chartering student organizations, responding primarily to assessments by Paula Englin, Coordinator of Student Organizations.
   2. Thanks to the skillset of student candidates for the position, an opportunity to develop the on-line presence of Chimes arose during interviews for editor.

B. Actions brought before Faculty Senate
   1. None
   2. The chair appeared before the Committee on Governance (May 10, 2012) requesting help with the revision of the SLC mandate. The committee’s central mission is in question. Is it an advisory committee or is it a governance committee able and expected to make policies and take action? If it is some hybrid, such expectations are not clearly spelled out in the current mandate. COG members suggested the split of the SLC into multiple committees, some with advisory, some with governance duties. While the consultation may factor into some future revision of the committee’s mandate, no action was taken or requested.

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   The campus poster policy was energetically reviewed at some length. In the future, the revision of similar policies will be remanded to the trusted professionals of the Student Life Division.

D. Issues that will continue to be before the committee next year
   1. Revising the SLC Mandate.
   2. Successfully launching The Chimes online.
   3. Reviewing NSSE scores as a guide to developing a more student-focused faculty.
   4. Supporting faculty advisors of student organizations with clearer expectations and rewards.

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**INSTITUTIONAL ANIMAL CARE AND USE (IACUC)**

**ADVISORY COMMITTEE**

**CHAIR: STEVE WYKSTRA (FALL), RANDALL DEJONG (SPRING)**

A. Major issues addressed by the committee during the 2011–2012 year
   1. Received, reviewed, and approved one animal use request for faculty and student research.
   2. Made minor revisions to the animal use request form based on feedback from investigators.
3. Discussed information gathered by Randall DeJong while he attended a one-day training conference entitled IACUC 101 followed by a two-day conference on animals in wildlife research. IACUC 101 is an excellent informational review and policy update, and considered essential for any IACUC chair, even if experienced in animal care and use. Animals in wildlife research present unique challenges to IACUC guidelines as they were not written for wildlife animals, but compliance is still required.

4. Resolved with the office of the Dean of Natural Sciences and Mathematics the issue of where committee minutes should be stored, and who should have access to them.

5. Continued a dialogue with West Michigan Regional Laboratory (WMRL) regarding the mandates of each institution’s IACUC, about access to records, and about security concerns. Randall DeJong attended a security-related presentation at their request.

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   Requested committee member names be removed from Calvin’s website. It is standard among IACUC’s nationwide for the names of committee members to be unavailable to the public for safety reasons.

D. Issues that will continue to be before the committee next year
   1. Continued education of committee members regarding federal guidelines.
   2. The completion of the revised mandate for the committee, and possibly a Memorandum of Understanding between the Calvin and WMRL IACUC’s.
   3. Review of new and continuing animal-use requests.

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**Environmental Health and Safety (CEHS)**

**Advisory Committee**

**Chair: Jennifer Steensma Hoag**

A. Major issues addressed by the committee during the 2011–2012 year
   1. Review of the lab safety program (Lori Keen and Heather Chapman)
   2. Review of Campus Safety emergency response plans (Bill Corner)

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
   None

D. Issues that will continue to be before the committee next year
   1. Meeting safety training and oversight needs in regards to the Academic Building Access policy
   2. Review of Environmental Health issues
   3. Review of the Campus Safety emergency response plans

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**Information Services Committee (ISC)**

**Advisory Committee**

**Chair: Keith Vander Linden**

A. Major issues addressed by the committee during the 2011–2012 year
   1. Moodle – The committee considered the current use of Moodle and found it to be adequate in most cases.
2. Email addresses – The committee considered the naming conventions for faculty netIDs and found that while the current system creates unusual IDs that are hard to remember and use, CIT does not have the resources to address it adequately.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the committee initiated or implemented
None

D. Issues that will continue to be before the committee next year
The expectation is that the committee will continue to monitor the progress of Calvin’s on-line course project.

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**CALVIN CENTER FOR CHRISTIAN SCHOLARSHIP (CCCS)**

**GOVERNING BOARD**

**CENTER DIRECTOR: SUSAN FELCH | BOARD CHAIR: HENRY LUTTIKHIUZEN**

A. Major issues addressed by the board during the 2011–2012 year

1. This past fall (2011), the Calvin Center for Christian Scholarship (CCCS) granted funding to six Major Grant proposals for a total of $73,866.
   - Rebecca Konyndyk DeYoung (Philosophy), “Reflections on the Vice of Sloth.”
   - Mark Fackler (Communication Arts and Sciences), “International Handbook of Media and Mass Communication Theory.”
   - Corey Roberts (German), “Expressing the Ineffable: German Pietism, the Discourse of Experience, and the Birth of Aesthetics.”
   - William Romanowski (Communication Arts and Sciences), “American Protestants, Freedom and the Movies.”
   - Ralph Stearley (Geology, Geography and Environmental Studies), “A Reformed Christian Understanding of Fossil Hominids: Evidences for Cognitive Abilities During the Middle and Upper Paleolithic Periods.”

2. In the spring (2012), the CCCS Governing Board granted $2000 in funding for one working group for the 2012-2013 academic year:
   - Kara Sevensma (Education) and Marj Terpstra (Education), “Examining Christian Higher Education Online.”

3. In the spring (2012), the CCCS Governing Board funded 5 small grant projects for a total of $19,500:
   - Chris Smit (CAS) and Lisa Van Arragon (Art & Art History), Initial Grant to fund development and recording of a Gospel Vocal Warm-up/Vocalizes CD.
   - Charsie Sawyer (Music) and Candace Johnson (Music, University of California, Berkeley), Intermediate Grant to fund development and recording of a Gospel Vocal Warm-up/Vocalizes CD.
   - Susan Felch (English), Beth Quitslund (English, Ohio University), and Nicholas Temperley (Music, University of Illinois), Concluding Grant to fund recording of 22 choral Psalms from the sixteenth-century *The Whole Booke of Psalmes*.
   - Won Lee (Religion), Concluding Grant to fund the production costs for the Chinese-language edition of *The Bible: A Library of Holy Writing.*
• Lisa Van Arragon (Art & Art History), Concluding Grant to fund a publishing subvention for a photographic, documentary survey of Harlem, assembled in the late 1930s but never published.

4. Throughout the 2011-2012 year, the CCCS sponsored or co-sponsored the following events:
   • The Hospitable Text: New Approaches to Religion and Literature Conference, July 2011; cosponsored with Notre Dame University, The Conference on Christianity and Literature, Religion and Literature, and Literature and Theology. 150 participants from North America, the United Kingdom, France, Germany Switzerland, South Africa, Korea, and Japan; plenary address by Dr. Rowan Williams, the Archbishop of Canterbury; reading groups, seminars, and concurrent sessions attracted established scholars in the religion and literature field, as well as graduate students and scholars who are ordinarily allergic or new to conferences dealing with issues of faith. www.hospitabletext.org
   • “Barth, Bell, and Hell,” October 19, 2011. Kees van der Kooi, Free University of Amsterdam. Cosponsored with the History and Religion Departments
   • “Blessed are the Meek: Showing Mercy to All Creation” November 21, 2011. Paul Shapiro, Humane Society of the United States. Cosponsored with the Students for Compassionate Living
   • “Animals and the King of God Lecture,” 5th Annual Address, January 20, 2012. Bryant Terry, chef. Cosponsored with the Philosophy Department and the Office of Multicultural Affairs
   • “Kuiper 2010 Reunion Workshop,” March 9, 2012. Led by Susan Felch, Cheryl Brandsen, and Matthew Walhout

5. Books published in 2011-2012:
   • Xing Ling and Susan M. Felch, Selected Readings of Bible Stories/圣经故事选读, Kunming: Yunnan University Press, 2011. (2009-2010 CCCS Director’s Travel Fund)

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
   1. The CCCS Board, in conjunction with the Faculty Development Committee, worked out a new procedure whereby CRF requests that fit the mission of the CCCS may be submitted for consideration to CCCS during the Fall Grant cycle. If the CCCS Board decides to fund course releases in whole or in part, those funds will be transferred to the FDC to administrate.
2. The CCCS Board has also initiated a new set of small grants funded in the spring, along with Working Groups. Beginning projects must be cross-disciplinary and collaborative and might involve, for instance, a small workshop, purchase of materials, or consultation with a visiting scholar. Intermediate projects may include requests for the costs of a research trip, consultation with others in the field, hiring of a student research assistant and the like. Concluding projects may include requests for a book subvention, editorial assistance, indexing, and other costs associated with publication. Faculty have expressed appreciation for, and a keen interest in, this new grant initiative.

3. The CCCS director has been involved with the Dean for Research and Scholarship in preparing start-up materials for The Calvin College Press.

4. The CCCS is assisting other Calvin Centers and Institutes in hosting Richard Nenge as a visiting scholar from Zimbabwe through the Institute for International Education.

D. Issues that will continue to be before the board next year

None beyond the usual business.

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**CALVIN INSTITUTE OF CHRISTIAN WORSHIP (CICW)**

**GOVERNING BOARD**

**INSTITUTE DIRECTOR: JOHN WITVLIET | BOARD CHAIR: BOB EAMES**

A. Major issues addressed by the board during the 2011–2012 year

1. The Board approved the Institute’s operating budget for 2012–13.

2. The Board gratefully noted CICW’s supplemental $1 million Lilly grant that will involve a partnership with Ogilvie Institute for Preaching at Fuller Theological Seminary and Center for Excellence in Preaching at Calvin Theological Seminary around programming that builds up wise and empowered preachers.

3. The board reviewed CICW program goals and accomplishments for 2011–12, noting the signature strengthens of CICW: cultivating strategic partnerships and developing synergy among programs. Those strengthens were highlighted in the past year through the 25th annual Symposium on Worship with a record attendance of 1800 participants and two internationally renowned presenters: N.T. Wright and Walter Brueggeman, both presenting on the Psalms.

4. The publication of seven books or cds, adding to more than 90 CICW publications.

5. Applications by 42 churches/colleges/seminaries from 17 provinces and states to host a PsalmFest in their communities based on selections from our new publication Psalms for All Seasons.

6. The 2011 Grants Colloquium, where previous grant recipients shared the results of their work; and the awarding of 31 new worship renewal grants for 2011–12.

7. The 2011 Grants Colloquium, where previous grant recipients shared the results of their work; and the awarding of 31 new worship renewal grants for 2011–12.

8. CICW staff invited to participate at worship training events around the globe in El Salvador, Ukraine, Mexico, Indonesia, and Edmonton, Canada.

B. Actions brought before Faculty Senate

None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented

We welcomed two new members to the Governing Board.

D. Issues that will continue to be before the board next year

1. Continued correspondence with the Development office to build the CICW endowment.

2. Two strategic opportunities for future thinking and planning by the board include input to CICW leadership regarding a possible next grant proposal and a possible fall 2012 joint meeting of board and CICW staff.
A. Major issues addressed by the board during the 2011–2012 year

1. Published resources
   - Leonard Stob, Mission-Directed Governance: *Leading the Christian School with Vision, Unity, and Accountability* (Calvin Press; produced in conjunction with the Van Lunen Center)
   - David Smith and James K. A. Smith (eds.), *Teaching and Christian Practices: Reshaping Faith and Learning* (Eerdmans; funded by a 3-year grant received from the Valparaiso Project on the Formation of People in Faith
   - Margaret Edgell, Johan Hegeman, and Henk Jochemsen, *Practice and Profile: Christian Formation for Vocation* (Wipf & Stock)
   - Brian Fuller (director), *A Shared Space: Learning from the Mustard Seed School* (DVD; recipient of a bronze 2011 Telly Award in the categories of Charitable Not-For-Profit Films and Cinematography/Videography; also an official selection at the Hoboken International Film Festival). Supporting materials, including a detailed discussion guide for use in in-service training and teacher education settings, have also been developed.
   - Cindy Kok and Lavonne Zwart, *Learning Activities for Faith and Psychology*, 2nd ed. (PDF; ancillary materials designed to assist the facilitating of a Christian perspective into introductory college-level psychology courses).
   - Whatiflearning.com and Whatiflearning.co.uk (websites created with the Transforming Lives Project in the UK; offer strategies, training resources, and over 100 narrative examples, in both US and UK/Australian versions, to P–12 teachers looking to connect their pedagogy with a Christian framework.)

2. Events
   - Summer workshops/seminars: “Teaching as a Christian Practice” and “Reflective Pedagogy and Christian Practices” (cofunded by the Lilly Foundation / CICW).
   - Consultation with editors of journals concerned with Christian education; those attending came from Canada, Australia, New Zealand, and the US.
   - David Smith gave presentations on topics relates to Christian pedagogy at the Mustard Seed School in Hoboken (NJ); in Oslo, Trondheim, and Stavanger (Norway); in Duncan, British Columbia; at Northern Michigan Christian School (McBain, MI); at Baylor Univ, Bethel College, and Indiana Wesleyan Univ.; and at the Rift Valley Academy (Kijabe, Kenya).

3. *Journal of Education and Christian Belief*
   - The journal’s cosponsor, the Stapleford Centre (Nottingham, UK), turned over control of the journal in September 2011 as it prepared to go out of business. The campus store handles subscriptions and worldwide fulfillment, while Kuyers oversees all other aspects of biannual publication.

4. International Christian Schooling Project
   - This project, led by Bruce Hekman, provides training for Christian-school networks in Liberia, Central America, and Eastern Europe. Workshops and conferences are offered for both teachers, teacher trainers, and leaders/administrators.

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
   None
D. Issues that will continue to be before the board next year
   1. Finding additional sources of funding for projects
   2. Review/overhaul of website and communication networks

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**Paul B. Henry Institute (HiGB)**

**Governor Board**

**Institute Director: Kevin den Dulk | Board Chair: Joel Westra**

A. Major issues addressed by the Institute during the 2011–2012 year
   1. Financial oversight of the Paul Henry Institute budget
   2. Reviewed selection of speakers, especially Annual Henry Lecturer
   3. Administration of the Henry Institute during Director’s absence while in the Netherlands working under a Fulbright grant during the fall of 2011
   4. Research and writing for two forthcoming books, the first entitled *Evangelical Protestants Today: Change and Significance*, and the second on U.S. clergy’s changing political and theological leanings over the past twenty years
   5. Identification and selection of a new Executive Director for the Paul B. Henry Institute, as current Director Corwin Smidt retires in the fall of 2012.

B. Actions brought before Faculty Senate
   None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
   1. Renewed appointment of Steve Monsma as a Henry Institute Research Fellow for the 2012–13 academic year
   2. Appointment of Corwin Smidt as a Henry Institute Research Fellow for the 2012–13 academic year
   3. Sponsorship (with the Center for Christian Studies at Gordon College and the Center for Public Justice) of Alternative Political Conversation, and on-line, internet based conversation with selected commentators posting periodic position papers on topics such as immigration, health care and the economy
   4. Transition preparation for the new incoming Executive Director of the Institute
   5. Publication of *Pluralism and Freedom: Faith-Based Organizations in a Democratic Society* by Research Fellow Steve Monsma

D. Issues that will continue to be before the board next year
   1. Financial oversight of the Henry Institute budget
   2. Planning for Symposium on Religion and Politics, scheduled for April, 2013
   3. Transition of the Institute under a new Executive Director beginning in August, 2012
   4. Publication of Corwin Smidt’s book on changing U.S. clergy views
   5. *Visualizing Public Life* project involving Calvin College students, encouraging student exploration of various approaches to visualizing information about public life in innovative and edifying ways
   6. Lectures planned by the Institute at Calvin College, including the annual Henry Lecture, as well as lectures presented by the Director of the Institute and the Research Fellows, both in the United States and abroad

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**H. Henry Meeter Center for Calvin Studies (MEET)**

**Governor Board**

**Center Director: Karin Maag | Board Chair: Suzanne MacDonald**

A. Major issues addressed by the board during the 2011–2012 year
   The Board discussed the status of the Center’s restricted (2–1) accounts, and considered various options to spend some of these funds on projects to promote the center and enhance its collections, while at the same time honoring donors’
intentions. The Board also considered a range of proposals for joint projects on Calvin research in cooperation with other faculty or institutes/centers at Calvin College or elsewhere.

B. Actions brought before Senate
None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
The board ratified the selection of six visiting scholars for 2012–13, approved the proposal and the selection of participants for the summer 2012 Latin paleography workshop, approved the slate of events to mark the Center’s 30th anniversary in March 2012, oversaw the transition of the director to a reduced-load appointment, and evaluated the director and reappointed her with acclamations to a five year term as director beginning fall 2012. The board also gave strong support to the proposal for a National Endowment for the Humanities summer seminar for college and university teachers, for the summer of 2013.

D. Issues that will continue to be before the board next year
The board will continue to monitor carefully the impact of the director’s part-time status on the leadership and operations of the Meeter Center. The board will pursue ways of raising the center’s profile on campus, especially among development officers at the college and seminary. The board will also welcome the new College president, Dr. LeRoy, on the Meeter Center governing board starting in fall 2012.

MELLEMA PROGRAM IN WESTERN AMERICAN STUDIES (MPGB)

GOVERNING BOARD
PROGRAM DIRECTOR: WILL KATERBERG | BOARD CHAIR: JAMIE SKILLEN

A. Major issues addressed by the board during the 2011–2012 year
None

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
1. The governing board approved a research travel grant to Randy Van Dragt (Biology) for “Prairie Restoration Study, Whidbey Island, WA,” to complete the last phase of a project: tracking the vole cycles by trapping the animals and estimating their population.
2. The governing board approved a course development travel grant to Larry Molnar (Physics) to prepare for a course on “Astronomy in the Southwest,” to be held during the January Interim in 2013.

D. Issues that will continue to be before the board next year
In consultation with the members of program governing board, the program director is working on sponsoring a variety of public events for the 2012–2013 academic year.

NAGEL INSTITUTE (NIGB)

GOVERNING BOARD
INSTITUTE DIRECTOR: JOEL CARPENTER | BOARD CHAIR: PEGGY GOETZ

A. Major issues addressed by the board during the 2011–2012 year
The Governing Board reviewed all current and ongoing projects run by the Nagel Institute. These include a Templeton project with Chinese philosophers, “Values and Virtues,” which held a conference in Wuhan, China;” the traveling exhibit, “Charis: Christianity, Context, and the Visual Arts;” the Gospel and Culture faculty developmental seminar, “Religion,
Society, and the Rule of Law” in Beijing and Shanghai, 2011 and a future seminar in Brazil, 2013; the publication of a book of essays from the “Christianity and Democracy” seminar in South Africa; and a “Justice: Theory and Practice” seminar planned for June 2012. Other programs reviewed were three books under contract with the Baylor University Press Monograph Series on World Christianity, three books resulting from the Primal Religions project, and the “IAPCHE Book Project,” collaboration with the International Association for the Promotion of Christian Higher Education. Nagel Fellowships were selected in Dec. 2010.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
A Latin-American partnership connected with the Conference on Faith and History has continued to develop with the support of the Nagel Institute and others, and they held a conference, “History, Protestantism and Identity in the Americas,” in Mexico City in October 2011. A book series of short reflective works by eminent Christian scholars in a variety of disciplines, Turning South: New Directions in Christian Scholarship, is under contract with Baker Academic. The project, “Abraham’s Children: Liberty and tolerance in an Age of Religious Conflict,” published a book of essays by Yale University Press, held a conference in Washington, D.C., on the tenth anniversary of 9/11, and submitted an initial inquiry to Templeton for public conferences in future years. The board approved partial support for a meeting in Addis Ababa engaging Muslim Leaders in dialogue with Christian leaders to follow up the meeting of African theological church leaders on the topic of “Religious Faith and Citizenship in Africa.” And lastly, the board also approved a grant of $30,000 to the City Seminary of New York for the project, “The Next Generation: Immigration and the Future of the Church in the City,” to plan and implement a 3-year research project focused on the transmission of Christian faith and the religious life of urban immigrant youth—the 1.5, the second, and the third generation—with New York City’s churches as a classroom for looking and a global challenge and $30,900 to the Institute for Studies in Asian Church and Cultures to support the work of putting together and launching a multi-authored book, tentatively titled, Test and Context: Perspectives on Contextualization from Asian Eyes. The annual lecture series comprised lectures given by Andrew Barnes, Robert Evans, Jay Wise, and Nagel Fellowship recipients Susan Felch, David Dornbos, and Leonard De Rooy.

D. Issues that will continue to be before the board next year
1. Several multi-year projects are ongoing and will continue into 2012–2013
2. Future funding opportunities

SEMINARS IN CHRISTIAN SCHOLARSHIP (SCSGB)
GOVERNING BOARD
DIRECTOR: JOEL CARPENTER | BOARD CHAIR: KARIN MAAG

A. Major issues addressed by the board during the 2011–2012 year
The Seminars in Christian Scholarship Governing Board approved the 2012–13 budget and the slate of proposed summer seminars for 2013, selected the Communitas fellows for 2012, and discussed the impact of reduced management fees on the Summer Seminars’ overall budget.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
The Governing Board encouraged the Seminars staff to address the ongoing balances held in the financial accounts for seminars that have long since taken place, and proposed a range of strategies to advertise the Seminars in Christian Scholarship’s conference management services to faculty and administrative assistants at the College and Seminary in new and creative ways.
D. Issues that will continue to be before the board next year

The Board will continue to oversee the proposals for seminars, and will carry out the evaluation and reappointment process for Director Joel Carpenter.

SPOELHOFF INSTITUTE (SIGB)

GOVERNING BOARD

INSTITUTE DIRECTOR: GLENN TRIEZENBERG | BOARD CHAIR: JASON STANSBURY

A. Major issues addressed by the board during the 2011–2012 year

The board continued to advance the founding purposes and goals of the Spoelhof Institute.

1. The Institute continued to support Calvin's excellent internship program by partially funding internship support staff in the office of Career Development, the Business Department, and the Engineering Department.
2. Despite increasing cost of salaries and less available endowment funds, the Institute supported faculty externship engagement with communities of practice outside the College by funding summer faculty externship grants for Chris Smit (CAS) and Victor Norman (Computer Science).

B. Actions brought before Faculty Senate

None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented

1. Student internships increased by 5% over last year for a total of 861 for 2011-2012. 80% of 2012 graduates completed an internship or practicum while at Calvin.
2. Two academic departments, English and CAS, initiated new programs with the Career Development Office to develop more intentional internship planning and placement for their students.
3. The Institute, in partnership with the Provost's Office, funded Professor Tom Betts to develop a multi-disciplinary, online, for-credit internship course for students desiring a credit internship course to accompany an approved summer internship.
4. All Institute funded faculty and staff submitted financial and program accountability reports to the director for governing board review. Program results produced by professors David Wunder (Eng), Ned Nielsen (Eng), Cal Jen (Business), and Jennifer Holberg (English) as well as Career Development Staff Beth Cok and Glenn Triezenberg, document that students and faculty were well served by the Spoelhof Institute in 2011-2012.
5. The governing board and the Institute director have requested Development Office assistance to secure additional revenue for future Institute operations or endowment. Without additional revenue, currently funded faculty and staff positions, as well as faculty externship support, may be reduced due to increasing costs and lower endowment funding relative to yearly program cost increases.

D. Issues that will continue to be before the board next year

1. Advancing the founding purposes and goals of the Institute.
2. Monitor and encourage current Institute programs that have served students and faculty very well over the past ten years.
3. Continue to request Development Office assistance for revenue enhancement for programs and/or endowment.
A. Major issues addressed by the board during the 2011–2012 year
1. The Van Lunen Fellows Program Outcomes Assessment for 2007–2010 was reviewed in detail to assess the professional and developmental outcomes for the first three groups of Van Lunen Fellows.
2. The 2013–2014 Van Lunen Fellows program participation fee was decided.
3. Budgets were reviewed, revised, and approved.
4. Replacement board members were approved and recommended in consultation with the Committee on Governance. Three new board members will begin in September 2012.
5. Energies for five Governing Board members were channeled into the search for the future Van Lunen Center director. This search was conducted under the supervision of the Provost’s Office, not the direct supervision of the Van Lunen Center Governing Board. An interim director was appointed for 2012–2013. Details regarding the selection of a longer-term director are currently being finalized.

B. Actions brought before Faculty Senate
None

C. Other actions, not involving Faculty Senate, that the board initiated or implemented
None

D. Issues that will continue to be before the board next year
None