

Minutes for Academic Senate Meeting
November 15, 2019, 10:00 – 11:30 AM
DW 1001

IN ATTENDANCE: Adaikkalavan; Bennion; Bindroo; Blouin; Bregu; Burch; Bushnell; Campbell; Chen; Cleary; Collins; Economakis; Edmondson; Elrod; Ervick; Eskew; Essig; Feighery, J.; Feighery, W.; Finlay; Gerencser; Gretencord; Haithcox; Hakimzadeh; He; Hinnefeld; Holland; Hottois; Jang; Karakatsanis; Kelley; Kern, B.; Kern, G.; Kolbe; Kwong; Lambert; Lidinsky; Liechty; Lisoni; Lohman; Lucal; Lynker; Mattox; McGrath; McGuire; Meisami; Merhi; Mlotshwa; Moore; Moss; Muniz; Opasik; Pant; Park; Popescu; Quimby; Randall; Resler; Roth; Savvopoulou; Schnabel; Schwieterman; Smith, K.; Smith, J.; Song; Swain; Takanashi; Thomas; Wells; Werner-Sanders; Wooden

1. Call to order at 10 a.m.
2. [3 Minutes] Approval of October 2019 Senate Meeting Minutes
 - No corrections or modifications from the floor; minutes stand approved.
3. [15 Minutes] Election
 - Executive Committee Members-at-Large: Special Election 2019-21
 - Joseph Campbell, EDUC
 - No other nominations from the floor. Motion to close the nominations; moved and seconded. Nominations closed. Elected by acclamation.
 - Nominations Committee: Election 2019-20
 - Christina Gerken, LAS
 - Jennifer Muniz, ARTS
 - Lori Pajakowski, CHS
 - No other nominations from the floor. Motion to close the nominations; moved and seconded. Nominations closed. Elected by acclamation.
4. [2 Minutes] Voting updates
 - We had two ballots for constitution updates. Both of them passed. Ballot on senate committee memberships passed with 87.88% yes. Ballot on faculty board of review committee updates passed with 89.8% yes.
5. [5 Minutes] Associate Faculty Distinguished Teaching Award – Interim EVCAA Linda Chen
 - The award was presented to Mr. Carlos Lisoni, Department of Political Science.
6. [5 Minutes] Pub Hub and Wolfson Press – Kelcey Parker Ervick
 - The Pub Hub goal is to help students in editing. Professor Ervick introduced students.
 - IUSB Students Joseph Walls and Cassandra Felten co-edited the book “Dialogues with Myself!” by Eileen Bender. This has been a yearlong project for them. This book is a collection of poems and prose from late English Prof. Eileen Bender. They shared a preview of the book.

- On Wednesday at 5 p.m. there will be a reading night in the third floor of the Wikeamp building.
7. [25 Minutes] General Education Updates - Elaine Roth and Kristyn Quimby – General Education Co-Directors
- Presented an update on general education.
 - Beginning, presumably in fall 2021, there will really be only 2 major changes to our current General Education program.
 - One is the shift from 39 to 33 credits, which was achieved by allowing students to choose among Visual Literacy, Computer Literacy, and Health and Wellness instead of requiring all three. This process will be discussed in the Spring.
 - The other major change is two new tagged course requirements. Elaine and Kristyn have been meeting with the Registrar and the people most involved with these tagged courses.
 - Information Literacy
 - Information Literacy will now be delivered in two ways:
 - It will be a stand-alone course, Q110, as it is now, and
 - It will be attached -- tagged -- to 3-credit content courses. The Information Literacy Student Learning Outcomes will be assessed in that course by a librarian attached to the course. The faculty member teaching the course will be responsible for the course grading.
 - Librarians will begin meeting with faculty across campus to determine which courses should be tagged. They have also been meeting with the General Education Co-Directors.
 - Librarians have been working on student learning objectives, potential assignments that might work, and rubrics to assess those assignments.
 - There will be three pilots of tagged courses in the Spring semester that will use various assignments and will test rubrics. Nancy Colborn and Betsy Lucal, Julie Feighery and Elaine Roth, and Susan Thomas and Denise Henderson.
 - Nancy Colborn will be sharing more information about these things with the campus yet this semester regarding beginning discussions about which courses might work for the Gen Ed Information Literacy tag and then the subject librarians will be asked to talk to departments during the Spring semester to identify these.
 - In order to potentially ease Gen Ed recordkeeping for the tag, we may start discussions top-down to see if there are courses within schools or colleges that all students take that could work before going to the departments.
 - First Year Seminar
 - First Year Seminar (FYS) will continue to be delivered in Common Core classes, as it is now. However, it will become a requirement for all in-coming students with the new Gen Ed, with the presumed start date of Fall 2021.
 - Betsy Lucal, Director of the FYS, has been meeting with faculty from all the schools and colleges and with the Gen Ed Directors to discuss the required FYS. Primarily, this will involve more sections of FYS.

- A faculty member will deliver both the content of the Common Core course and the FYS SLOs just as it is currently being done. That faculty member will then assess both the Common Core and FYS aspects of the course.
 - FYS was implemented in Fall 2014 by a team of faculty who had worked closely with the program's originator, Lesley Walker, to develop a plan for how FYS would work. First Year Seminars are recognized as a high-impact pedagogical practice (research shows these HIPs contribute positively to student success). We devised four required common elements for these courses, which have always been offered as part of the Common Core. Each class includes a peer mentor. Peer mentors and faculty receive training before participating in the program.
 - Questions from floor:
 - Is there any procedure for each department to say here are the courses that we need them to be tagged FYS. Answer: talk to Betsy if you have any question about it and to make it FYS.
 - What if the course is not a common course? Answer, we will be looking into that.
 - Are you going to offer online FYS? Answer: Yes, we will have online FYS and it will be an option for students.
 - If students are fully online, will they have an option. Answer: yes, when the new Gen Ed become available.
8. [10 Minutes] University Faculty Council (UFC) Updates – Scott Opasik, UFC Representative
- Scott gave an update on the policies that were passed at the UFC meeting. Below is a summary. For complete details refer to policies.iu.edu
 - Fair use of copyrighted works:
 1. **Rescind** ACA-31, Fair Use of Copyrighted Works
 - No longer Copyright Management Center at IUPUI
 - No longer 1971 Officers Liability Insurance policy to defend and indemnify faculty accused of copyright violations
 2. **Approved** Amended ACA-33, Code of Academic Ethics, by adding the following paragraph to Section A-II:
 - 24. All academic appointees are expected to be familiar with and abide by the basic principles of the fair use of copyrighted material in teaching, research and librarianship. When using copyrighted materials in teaching and research, they should consult university personnel with knowledge of the fair use doctrine at the Copyright Program of the Indiana University Libraries, the University Counsel's Office, or other campus resources.
 - Substance-free Workplace for Academic Appointees:
 - **Approved** amended version of **ACA-40**, Substance-free Workplace for Academic Appointees
 - No substantive changes, put policy in university policy template
 - Cheating and Plagiarism:
 1. **Rescind** **ACA-72**, Cheating and Plagiarism.
 - Its has been superseded by, and in some respects conflicts with, the sections on cheating, plagiarism and academic dishonesty in the Code of Student Rights, Responsibilities and Conduct.

2. **Amend ACA-33**, Code of Academic Ethics, by adding the following language to Section A-II Specific Responsibilities:

- 7. The teacher has a responsibility to foster the intellectual honesty of students. This obligation is particularly serious in connection with examinations and class exercises. Should a teacher determine that cheating or intentional plagiarism has occurred, the teacher should take appropriate action with respect to grades, and report the dishonesty to the student affairs officer of the campus.
- Search and Screen Procedures for Administrators:
 - **Approved** an amended version of **ACA-09**, Search and Screen Procedures for Administrators. This revision removes obsolete language and references, eliminates redundancies, and puts the policy into the university policy template **without changing the substance, except for the following clarifications and additions:**
 - a. It clarifies that the policy applies to searches for all vice-presidents, the provost/chancellors, the Dean of the University Graduate School, and the Associate Vice-President for Online Education, but not deans of core schools (delegated to relevant campus).
 - b. It clarifies that a **majority of faculty is required** on searches for the EVP for University Academic Affairs, the EVP for University Clinical Affairs, the VP for Research, the provost/chancellors, and the Dean of the University Graduate School.
 - c. It clarifies that searches for all other vice-presidents and the AVP for online education require faculty consultation but **not a faculty-majority** search committee.
 - d. It adds a new section setting **criteria for selecting the faculty** to serve on a search committee.
 - e. It adds a new section setting **minimum standards for committee searches**, which was adopted from the search policy at IUB.
- Establishing Campus Undergraduate Admission Policies:
 - **Approved** an amended version of **ACA-54**, Establishing Campus Undergraduate Admission Policies.
The revised policy makes **five changes:**
 - 1. It gives each campus the discretion to adopt a **test-optional** admissions policy.
 - 2. Get **rid of the requirement** that student have a rank a high school **rank in the upper half** of their Class.
 - 3. It **deletes** from the university-level policy the section that required all applicants to have had the same **fixed high school curriculum**.
 - 4. It adds a requirement that each campus have a policy requiring **individualized decisions** for applicants with **criminal records**.
 - 5. It adds **military service** to list of kinds of evidence that can show college preparedness.
- Annual Reviews of Academic Appointees:
 - **Rescinds**
 - ACA-25, Annual Reports for Faculty and Librarians.
 - ACA-28, Faculty and Librarian Salary.
 - ACA-44, Retention Incentive Pay for Academic Appointees.

- **Approve** revised ACA-21. Annual Reviews of Academic Appointees.
- **Two types of reviews**
 - **I. Merit and Salary Review**
All academic appointees shall receive annual merit and salary reviews.
 - **II. Career Progress Review**
Academic appointees of less than full rank and probationary appointees shall also receive annual career progress reviews on their progress toward tenure and/or promotion.
- E. Annual merit and salary reviews shall be conducted by the Principal Administrator of an academic unit under procedures approved by the faculty governance body of that unit. Those procedures may include a requirement that salary adjustments be made in consultation with a faculty committee elected by the faculty or appointed by the unit's faculty governance body.
- F. Annual career progress reviews may be conducted by the Principal Administrator of the unit, the administrator's designee, or by a faculty promotion and tenure committee. At the time of the review, each appointee shall be informed of matters relevant to progress toward promotion and/or tenure. The Principal Administrator should provide academic appointees with a written summary of the career progress review.
- Guidelines for these policies:
 - Each campus** may adopt its own policy for reviewing and setting salaries consistent with these guidelines. **Each Academic Unit** may adopt its own salary policy consistent with these guidelines and campus policy.
 1. Salaries shall be based on merit, remedial equity, inflation, recruitment, and retention. **Merit has primacy among these.**
 2. The setting of salaries shall always **balance two principles**: rewarding comparable performance, distinction, and experience with comparable salary; and providing the support necessary to achieve the missions of the university.
 3. Salary resources may be **used to remedy past inequities** resulting from changing market conditions, inappropriate merit judgments, inadequate funding, discrimination, or other good cause.
 4. Annual salary increments may be made in percentages, fixed-dollar amounts, or a combination. However, salary decisions should avoid inappropriate widening of the disparities between low and high salaries that may result from the use of percentage increments.
 5. **Salary policies at every level should be written** and available for inspection and other appropriate uses. A unit shall report annually on salary policy implementation to the faculty in the unit.
 6. An academic appointee who takes an administrative position may receive a salary supplement for administrative service, but that supplement leaves the salary base when the administrator resumes full-time faculty status. The salary base may be adjusted so that it approximates what the appointee's salary would have been had the appointee not taken the administrative position.

7. An academic appointee who would otherwise terminate and begin receiving 18/20 plan payments may, with the approval of the Provost/Chancellor, be offered retention incentive pay in the form of a \$5,000 allocation for research and professional development at age 64, or 20% base salary supplement from age 65 to 70.

8. A campus or unit may adopt **salary minima**, which must periodically be adjusted to account for inflation and overall unit salary raises.

9. Procedures for implementing this policy shall be developed by each campus and each Academic Unit.

- Raman has already charged the faculty welfare committee to collect the procedures and policies used by units on our campus regarding salaries and how they adhere to the UFC policy.
- Steven Gerencser noted on the “Annual Reviews of Academic Appointee” that there will be two different assessments one for salary and one for professional development that are accomplished through one report.

9. [10 Minutes] Test optional – Raman Adaikkalavan; Theo Randall, Chair, Admissions and Advising Committee; Connie Peterson-Miller, Admissions;

- There is sort of a national movement into changing the admissions policies and make test scores optional. Raman has posted related documents on Senate box.
- One of the charges of the Senate Advising and Admissions Committee is “Setting standards, policies and procedures governing admission to IU South Bend.”
- Ball State has already gone test optional. Both Ball State University and IU have done research on these policies and found that this new change will help students.
- Test score optional means that students may not be required to provide test scores when applying for admissions.
- The committee will start to work on drafting a set of policies that will be used at IU South Bend if we choose to go that direction.
- Raman: the committee will have a general set of policies.
- A question from Anurag Pant: Do High School students have to include their score in the application? The answer: Students may choose to submit a score or not.
- Chancellor Elrod: We need to get in some communication with local schools and share the new changes with them.
- Steven Gerencser: Do you know if there is any increase or decrease in the number of students who are taking the tests? Connie: We encourage students to take the tests. Yes, in fact more and more students are taking the tests.
- Neovi Karakatsanis: What is the time frame? Fall 2021.
- When do you want to have a decision on this? Raman: For students entering in Fall 2021.
- Dean Fisher: Can you share Ball State and IU experiments and experience? Answer: We don't have enough data.
- Anurag Pant: The 11th and 12th grade GPA are the best predictors for students' success, should we also focus on the 9th grade?
- Josh Wells: Do we have data on whether we are succeeding in serving our students by buying names? Chancellor Elrod: We are still buying names. Partnership with local schools is very important. We need to look into how to get more names (probably in the summer). Building more networks now is very critical.

- Elizabeth Bennion: Her daughter in the 9th grade just got a letter from a college that was interesting.
- Raman: If your program/school has accreditation requirements, please send your comments to Theo Randall. Second, we need to make a decision in the Spring. Third, if you offer scholarship, also think about it. For any other questions, reach out to the committee.

10. [5 Minutes] President's remarks – Raman Adaikkalavan

- EVCAA search: EC committee submitted faculty names and Chancellor will contact the selected members directly.
- Welty report: Please share your feedback about Welty's report via the Qualtrics survey.
- From floor: Fidelity is not taking any appointments on campus or local office.
- Joshua Wells: The information shared last week about the Fidelity change was incorrect.
- Anurag Pant: There should be a record keeping, why don't we keep the same one?
- From floor: if we can extend the deadline of the changes. Raman said that a motion will not help us and IU has already signed contracts with providers according to IU HR when they discussed this at UFC and they do not think changing the deadline is needed. Raman is documenting the issues that are caused by this rushed implementation.
- A question from the floor asking about the EC discussion on Welty's report because there are many concerns in the language. Raman answered: we discussed the report within the committee and with Chancellor Elrod. She noted that we don't have to go with the report word by word and said its Dr. Welty's opinion based on his visit to our campus.
Chancellor Elrod: This report is a recommendation from a consultant. We don't have to act on anything he recommended. The Chancellor will be reading every response that comes from everyone who fills the Qualtrics feedback survey regarding the Welty report. Chancellor's goal was to seek the advice of an experienced leader on how to structure the university. The report is based on the reviews Dr. Welty conducted and not everyone was interviewed. Chancellor followed up on the "resistant to change" comment and he said that he heard it from people talking about other people in the campus.

11. [2 Minutes] Announcements and motion to adjourn

- Carolyn Schult: the deadline for UCET travel grant is November 30. UCET has also grants for online course development and active learning. For further details, visit UCET.iusb.edu
- Chancellor Elrod: The Welty's survey will be open all weekend.
- Josh Wells: Next Friday afternoon CERES will have a workshop on organizing your research using Zotero from 1 p.m. to 3p.m. at EA 1101.
- April Lidinsky: Tonight in the Grille we'll have fundraising event for the LGBT center.
- Connie Peterson: Next week is the international week celebration. There will be many events
- Erika Zynda: Dean Seminar presentation is today after the Senate meeting.
- Elizabeth Bennion: ADP will have an event next Tuesday and the topic is: "Keeping America Safe."
- Motion to adjourn; seconded; approved by voice vote. Meeting adjourned at 11:36 a.m.