

INDIANA UNIVERSITY EAST  
FACULTY SENATE MINUTES  
February 17, 1998  
Room 124 Middlefork Hall  
11:00 AM

Presiding: Walter Wagor, President of Faculty Senate

Present: Avirappattu, G.; Ayton, E.; Baldwin, L.; Barton Kreise, P.; Blakefiels, M.; Blakey, G.; Branstrator, P.; Browne, B.; Browne, C.; Carter, R.; Clark, K.; Corder, S.; Dalphin, J.; DeSantis, K.; Dhawale, K.; Englert, L.; Fahl, D.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Helton, E.; Henry, M.; Hertzog, R.; Jackson, D.; Jayasuriya, K.; Kauffman, J.; Lafuze, J.; Matika, J.; McCarty, J.; McFadden, S.; McNeil, G.; Morse, M.; Nishihara, L.; Osborne, R.; Pentz, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.; Shapiro, S.; Sherer, S.; Spencer, S.; Stolle, C.; Suhrheinrich, J.; Szopa, A.; Thomas, T.; Tollery, R.; Turk, E.; Veramallay, A.; Vincent, J.; Wagor, W.; Watkins, M.; Williamson, T.; Wyett, J.; Young, B.

I. Call To Order

The meeting was called to order at 11:05 am by Senate President Walter Wagor.

II. Approval of Minutes

Lora Baldwin moved to approve the minutes of the January 20, 1998, Faculty Senate Meeting. T.J. Rivard seconded. Minutes approved.

III. President's Report

- A. President Walter Wagor announced that Eugene Ayton, B.E.S.T. Division, had expressed his interest in serving as an Adjunct Representative this semester. There are still 4 slots available for Adjunct Representatives.
- B. The new Parliamentarian, Ed Fitzgerald, was introduced .
- C. Walter Wagor asked if anyone who had not returned a ballot in the vote on the Constitution Amendments wished to vote at this time. No responses. He mentioned that a two thirds majority, 46 votes, was needed for the amendments to pass. The result of the votes on two Constitution amendments was announced. The vote on changes in Article V, Faculty Board of Review, was 45 positive, 3 negative. The amendment did not pass. The vote on article VII, Amendments, was 47 positive and 1 negative. Amendment change passed. (attach new amendment) Mary Fell asked how voting membership was determined, relating to faculty on leave or sabbatical, and how proxy votes were counted. The President said ballots were sent to all voting faculty. If a person on sabbatical returned a ballot it was counted. Parliamentarian, Ed Fitzgerald, responded that proxy votes were contrary to Roberts Rules. George Blakey said that some time ago the Senate had adopted a By-Law on proxy votes whereby a person unable to attend a meeting could submit a sealed proxy vote. Walter Wagor quoted Article VII-1.7 - "Any voting member of the Faculty Senate who will be unavoidably absent from a meeting of Faculty Senate may cast an absentee vote provided the following conditions is met. . . ." He felt this would include those persons on leave or sabbatical and that being on leave does not revoke voting privileges.

IV. Student Government

No Report

Standing Committees

Faculty Board of Review- Lora Baldwin

- A. Michael Foos said that due to the defeat of the proposed Amendment relating to Faculty Board of Review the committee would withdraw the By-Law changes since some would

no longer be applicable. The committee will meet and make appropriate changes and resubmit changes to the By-Laws.

#### Nominating Committee - Lora Baldwin

- A. Lora Baldwin said Kurt Acton had resigned as the Education representative to Budgetary Affairs Committee. She stated that Senate approval for his replacement, Mary Ann Morse, was necessary and called for a vote of approval. Passed.
- B. Lora Baldwin announced there were two nominees for the office of Senate President - Walter Wagor and Michael Foos. She asked for nominations from the floor. Kris Dhawale moved the nominations be closed. Passed. Each candidate gave a brief statement of his interest in serving as Faculty Senate President. Robert Hertzog said he had an absentee vote given him over the phone. The Parliamentarian stated that an absentee vote must be in writing and signed by the person submitting the vote. President Wagor added that two votes, written and signed, had been given to the Senate Secretary. Mary Fell moved to accept the two written votes. Seconded. Passed. Paper ballots were distributed, collected and counted. Lora Baldwin announced that Michael Foos was elected the President of Faculty Senate for 1998-99.

#### AAA - Vandana Rao-Dev

As an information item, the Committee will bring forward, at the next Senate meeting, a new statement which clarifies and separates the admissions and placement policies. The new and old procedures will be placed in the red notebooks in building lounges. Faculty were encouraged to look at these procedures and contact Committee members with any questions. The Committee will bring them to the March Senate meeting for a vote. The next AAA meeting will be Tuesday, February 24, at 11:00am.

#### Curriculum Committee - Rob Tolley

- A. The committee presented, as an information item, a request from the BSS Division to activate COAS S100 from the Master Course list as a variable title and variable credit course, as part of the First Year Experience.
- B. A summary of revisions in the Associate of Science in Nursing degree was included with the minutes. Jo Rains is available to discuss these changes and answer questions.
- C. The Curriculum Committee brought, moved and seconded, a proposal from the B.E.S.T. Division for a Concentration in Economics and Finance. George Blakey questioned the wording sequence in V., Distribution Requirements of Arts and Humanities. He suggested placing the excluded items at the end of the listing for clarity. There was discussion about why W132 was excepted as a requirement. Additional course exceptions suggested included; Psych P103, SOC S100 and SPCH S121. It was felt those courses were already in the General Requirement section and asked the B.E.S.T. Division if it would accept a "Friendly Amendment" to remove them. B.E.S.T. Division Chair, Ashton Veramallay, accepted. Bill Browne asked how the Concentration would meet the accreditation guidelines relating to faculty. Ashton Veramallay said there would be no problem with accreditation since it would not be necessary to hire additional faculty. Vandana Rao-Dev added that current faculty were qualified to teach the courses. Concentration in Economics and Finance approved as amended.

#### Budgetary Affairs - Lora Baldwin

- A. Lora Baldwin said faculty should have received an E-Mail listing proposed campus goals, required reductions, and expenditure reallocations reported at Chancellor's Cabinet. Open meetings to discuss budget concerns are scheduled for Thursday, February 19, at 2:00pm and Wednesday, February 26, at 10:00 am in Whitewater 200C. Comments may also be E-Mailed to Lora Baldwin. All comments and discussions will be passed on to the Chancellor. One of the recommendations which came from discussion was the use of the Values Audit document. This document, created in 1994, was designed to address situations in a financial crisis and suggests a list of procedures to examine if a particular program should continue. The committee would like consensus on using this document and feels it should be supported by the Senate. The committee suggested that the Senate President charge the Nominating Committee to appoint an Ad Hoc committee consisting of representatives from every Division, including the Library, to examine all

academic units. The committee could be broken down into sub committees consisting of one representative from the unit and 2 from outside. The same suggestion was made for administrators to examine administrative areas. Copies of the Values Audit will be placed in binders, on E-Mail, and on Reserve in the Library for faculty review prior to discussion and voting on its use at the March Senate Meeting. Vice Chancellor Roberts would like resolution and to have final suggestions by fall 1998. Mary Fell asked if Budgetary Affairs could serve as the review committee instead of the Ad Hoc. Lora Baldwin said the Ad Hoc would have permanent membership whereas the Budgetary Affairs Committee members would be changing in mid year. She added that the budget process is continuing, recommendations from Chancellor's Cabinet will be discussed in open meetings and the budget will be finalized some time in March. Ron Carter commented that Academic programs have been reduced while administrative services personnel has increased. Chancellor Fulton again encouraged faculty to attend the open meetings on the Budget. He will take all the information to his meeting with President Brand when the budget is discussed.

#### Faculty Affairs - Jerry Wyett

- A. Jerry Wyett reported that, at its January 27 meeting, the Committee decided to send a memo to the board of Trustees that IU East would delimit TERA funds. Administration's discussion with the committee suggested that refusal of the funds might be misinterpreted. Faculty Affairs then determined that they would offer the following motion, with approval from the Senate, to be sent :

"TO: University Faculty Council

The faculty at Indiana University East has expressed widespread dissatisfaction with the implementation of TERA. It is perceived by many that implementation and administration of the award creates divisiveness and lowers morale. In light of this we request that University Faculty Council attempt to determine how TERA is perceived by other campuses and recommend to the trustees such changes as may be required to affect a more workable policy in keeping with their original goals for TERA."

Mary Folkerth asked if a week's notice was required before voting. Some faculty asked if this had been discussed in Divisions. Kris Dhawale and Robert Hertzog said their divisions had discussed it and were in agreement. Nursing had not discussed the issue and Jo Rains spoke against the motion saying she felt teaching excellence should be recognized. Susy Shapiro asked if the IU East representative to UFC had any idea if UFC was looking at TERA. Mike Foos responded that nothing had been on the agenda but TERA was discussed outside of the meetings. Much discussion followed. Some points mentioned: TERA was divisive; UFC had reservations about TERA from the beginning; and, UFC approved TERA with the recommendation that it be reviewed in 3 years. Jerry Wyett agreed there were arguments for both sides and Faculty Affairs was only asking to send the motion forward to get some consensus.. Ed Fitzgerald moved to close debate. Paul Barton-Kriese seconded. Motion to close debate was passed. Walter Wagor re-read the resolution. Paper ballots were distributed and collected.

Due to a class scheduled in the room, Anne Szopa moved to recess the meeting until next Tuesday, February 24, at 11:00 am in Middlefork 124, to complete the Agenda. Vandana Rao-Dev seconded. Passed. Meeting recessed at 12:20 pm to reconvene Tuesday, February 24 at 11:00am.

CONTINUING SENATE MEETING  
 FEBRUARY 24, 1998  
 Room 124 Middlefork Hall  
 11:00 AM

I. Call to order

Senate President Walter Wagor called the meeting back from recess at 11:09 am. He noted that the motion on the floor at the time of recess was the vote to send a motion relating to TERA forward to UFC. Walter Wagor added that the Parliamentarian had informed him there should be an exact accounting of ballots. According to Roberts Rules, to record a vote, it is necessary to give the number of votes cast, the number of votes needed to win, and the number of yeas and nays. President Wagor announced the results of the vote: 44 votes cast, 23 votes needed to pass, 33 yeas, 11 nays. TERA motion passed. Faculty Affairs will forward the TERA motion to UFC.

Faculty Affairs - Jerry Wyett

- A. Committee member, Anne Szopa, brought to Senate, moved and seconded by Faculty Affairs, Recommendations for the implementation of the TERA Award at IU East. The changes include: Adding adjuncts to faculty eligible for the award. This is consistent with the process on other campuses. Faculty with highest merit would be automatically forwarded by the Division Chair to the Vice Chancellor for Academic Affairs. Other faculty could ask to be included. All cases receiving highest merit at the Division level or who request that they be included would be given to the P & T Committee which would review the teaching portion of annual reviews in determining the award. Adjunct faculty would submit all three years' student evaluations to the Vice Chancellor for Academic Affairs. Discussion. Robert Hertzog felt including adjuncts was good but wondered how they would be selected and felt that perhaps a \$1000 award was rather high for an adjunct. Mary Fell was concerned that the recommendations did not address the issues of concern with TERA. Faculty Affairs suggested that people who have problems with TERA decline to take part in the process as stated in the recommendation "Faculty...who wish". Suzi Shapiro suggested some limitations be placed on what material can be submitted so that documentation does not become a dossier. Sharon Corder, who serves on the Adjunct Advisory Board suggested that the number of eligible adjuncts be determined as are Adjunct representatives to Senate, one representative for every 25 adjuncts and that the award be limited to \$500. Ron Carter suggested limiting the number to 25% of resident faculty and 25% of adjunct faculty. Mike Foos asked if there were limits on Divisions as to how many faculty could be sent forward. Walter Wagor explained that the vote was on the entire TERA recommendation. Cathy Ludlum Foos added that if it is voted down adjuncts will not be eligible for TERA. Ashton Veramallay asked if a person could win the award annually and the answer was yes. Paper ballots were distributed. Two absentee ballots had been received by the Senate President and were included in the vote. The results were announced: 46 ballots cast, 24 votes needed to pass, 37 yeas, 7 nays, 2 abstentions. TERA recommendations passed. Marilyn Watkins asked when the recommendation would take effect. Walter Wagor said it replaces the previous document and is in effect immediately.
- B. Faculty Affairs Committee proposed, moved and seconded by the committee, a Constitutional Amendment change relating to committee elections. (Copy attached) George Blakey reminded faculty this change requires a two thirds vote of the Senate and encouraged them to vote. Paper ballots will be distributed to all voting members of Senate.

Workload Committee - Mary Fell

- A. The Workload Committee brought, moved and seconded, a printed copy of the proposed Constitutional Amendment expanding the description of the Workload Committee. (attached) The change will parallel the membership of the Budgetary Affairs Committee

- and will add the library as an academic unit. Discussion. Jerry Wyett asked about a Division not having a member on the Committee. Mary Fell said the committee would operate without representation from every academic unit. Walter Wagor pointed out that the current Constitution does not require that all divisions be represented, just that different divisions be represented. Larry Englert suggested sending out the change as a ballot. That would satisfy the 48 hour notification prior to a Constitutional vote.
- B. Information items: Mary Fell said that a committee member will be contacting each Division to interview faculty to create a faculty profile survey of fall semester workload. A reminder that the deadline for applications for reassigned time for Professional Development for Fall 1998 semester is March 1.
- VI. Chancellor's Business - David Fulton
- A. Chancellor Fulton said that Rose Gallagher will be on campus April 2 to meet with faculty and students. She is the IU Trustee assigned to IU East.
- B. The International Program meeting with Alexander Schilte last week was very informative.
- C. The Strategic Plan will be distributed to all faculty and staff.
- D. The Chancellor announced that Joan Lafuze will receive the Frederick Bachman Lieber Memorial Distinguished Teaching award at Founders Day, in Bloomington, Sunday, March 1.
- VII. Academic Affairs - Diane Roberts
- A. In response to a suggestion from Budgetary Affairs the Vice Chancellor has asked Walter Wagor to form a task force to look at the functions of the office of Academic Affairs and assist the Vice Chancellor to see how best those functions might be performed. The task force might also do some kind of program review or "values audit". Ron Carter asked if everyone had a copy of the Values Audit document. The Vice Chancellor said that either Academic Affairs or Budgetary Affairs will be sending copies.
- VIII. Old Business - None
- IX. New Business - None
- X. University Committees  
UFC
- A. Mike Foos reported that at the February 2nd meeting the University Misconduct Policy was presented. If campuses do not develop their own policy they will be governed by the Bloomington policy.  
The Distributive Education Report on technology was completed in November but is not yet available on the WEB page. Chancellor Fulton encouraged faculty to look at the report and it may be discussed here. Joan Lafuze added that IU East will need to respond to the report and become familiar with Distributive Education.
- B. T.J. Rivard, the IU East representative to the UFC Faculty Affairs Committee reported on the policy for non tenure track faculty. The policy is similar to the Clinical Rank policy and will be distributed when documentation is completed.  
There are discussions relating to Post Tenure Review and whether UFC should develop an umbrella policy for branch campuses. Cathy Ludlum Foos asked how UFC felt about Post Tenure Review. Mike Foos said the two research campuses will be moving forward with it. Walter Wagor added that there is an overall movement to have this done and it would be best if IU East set up a policy in order to have control.
- C. Anne Szopa reported that the UFC Affirmative Action Committee had made changes in the University Sexual Harassment Policy. She will attend the meeting on March 10, where it will be discussed. The new policy states that persons having knowledge of harassment will be subject to corrective action. Faculty having questions and/or comments should contact Sue McFadden.

XI. Announcements  
None

XII. Adjournment  
Randall Osborne moved to adjourn. Jerry Wyett seconded. Meeting adjourned at 12:15 pm.