

**AGENDA**  
**FACULTY SENATE RETREAT**  
**AUGUST 20, 1998**  
**10:00 a.m.**  
**MIDDLEFORK 124**

- I. Call to Order - Walter Wagor
- II. Passing of the gavel
- III. Approval of Minutes of Faculty Senate Meeting - May 5, 1998
- IV. President's Report - Michael Foos
  - Welcome
  - Agenda for the Day
  - Schedule for Senate Meetings
  - Outlook for the Year
- V. Standing Committees
  - 1. AAA Committee - Rao-Dev/Jayasuriya
    - 5 minute summary of 1997-98 Committee activity
  - 2. Budgetary Affairs Committee - Lora Baldwin
    - 5 minute summary of 1997-98 Committee activity
  - 3. Curriculum Committee - Cathy Ludlum Foos
    - 5 minute summary of 1997-98 Committee activity
  - 4. Faculty Affairs Committee - Jerry Wyett
    - 5 minute summary of 1997-98 Committee activity
  - 5. Workload Committee - Sue McFadden
    - 5 minute summary of 1997-98 Committee activity
- VI. Chancellor's Business - David Fulton - 5 minutes
- VII. Academic Affairs - Diane Roberts - 5 minutes
- VIII. External Relations - Joanne Matika - 5 minutes
- IX. Enrollment Services - Benjamin Young - 5 minutes
- X. Old Business
- XI. New Business
- XII. Announcements
- XIII. Adjournment

INDIANA UNIVERSITY EAST  
FACULTY SENATE RETREAT MINUTES  
AUGUST 20, 1998  
Room 124, Middlefork Hall  
10:00 AM

Presiding: Walter Wagor, President of Faculty Senate

Present: Acton, K.; Baldwin, L.; Bergen, M.; Blake, J.; Blakefield, M.; Blakey, G.; Bolyard, C.; Branstrator, P.; Brown, E.; Browne, B.; Browne, C.; Carter, R.; Chandler, David; Chandler, Dianne; Clark, K.; Corder, S.; Dalphin, J. Dempsey, K.; DeSantis, K.; Fell, M.; Fitzgerald, E.; Folkert, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Goerss, B.; Helton, E.; Henry, M.; Hertzog, R.; Humphries, P.; Jayasuriya, K.; Lafuze, J.; Larger, M.; Matika, J.; McFadden, S.; Nishihara, L.; Osborne, R.; Osgood, T.; Pandya, V.; Pentz, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Shapiro, S.; Stanforth, D.; Stolle, C.; Stolz, C.; Sundaram, D.S.; Tolley, R.; Turk, E.; Veramallay, A.; Vincent, J.; Wagor, W.; Walterman, F.; Watkins, M.; Weber, G.; Wilde, J.; Williamson, T.; Wyett, J.; Young, B.

Absent: Barton-Kriese, P. (Sabbatical); DaCosta, C.; Dhawale, K.; Englert, L.; Hufford, L.; Jackson, D.; Marling, V.; McCarty, J.; Morse, M.; Pentz, M.; Roman-Royer, J.; Szopa, A.; Thomas, T.;

I. Call to Order

The meeting was called to order at 10:10 am by Walter Wagor, Faculty Senate President.

He noted that the President Elect of Faculty Senate assumes the Presidency at the first meeting of the fall semester and passed the gavel to Michael Foos, President Elect.

II. Passing of the gavel

Michael Foos accepted the Presidency and thanked Walter Wagor for the fine work he had done as Senate President during the past two years.

III. Approval of Minutes of the May 5, 1998 Faculty Senate Meeting

Walter Wagor moved to approve the minutes of the May 5, 1998 Faculty Senate Meeting. T.J. Rivard seconded. Jane Vincent noted semantic changes in VII., A., Vandana Rao's name was misspelled and Greg Weber was promoted to Associate Professor. Minutes approved as corrected.

IV. President's Report - Michael Foos

A. President Michael Foos welcomed everyone back for another academic year.

He then explained the schedule for the day: Senate Meeting until 11:15; lunch at the Olde Richmond Inn; and, returning to IU East for Task Force meetings about 2:00 pm.

B. Walter Wagor made a motion to adopt the following Tuesday dates, shown on the overhead, for Faculty Senate meetings during the 1998-99 academic year:

October 6, November 3, December 1, a special meeting on Friday, December 4, January 12, February 2, March 2, April 6, and May 4. Ed Fitzgerald seconded. Discussion. Ben Young asked if the December graduates could be approved at the December 4 meeting since grades were not due until December 15? Joan Lafuze asked if there would be voting items on the agenda at the special meeting. She then proposed having the meeting on Tuesday, December 8, since there might not be enough people attending a Friday meeting. Eleanor Turk seconded. The 1998-99 meeting dates for Senate were approved as amended.

- C. The President designated Ed Fitzgerald as Parliamentarian. Ed Fitzgerald said copies of Roberts Rules of Order had been ordered for the President, the Parliamentarian and the Library.
- D. President, Michael Foos, commented on what he hopes to accomplish throughout the coming year.
  - In an effort to coordinate activities and information, a coding system will be instituted for all attachments to the Senate Minutes to better track changes and updates.
  - According to Roberts Rules, anyone wishing to speak should stand. This would enable everyone to hear and understand what is being said. The practice of rising to speak will be instituted this year.
  - "Friendly amendments" should be made prior to the meeting by memo or e-mail.
  - The roles of Senate and Administrative Committees will be clarified for shared governance
  - Another goal will be to improve and increase communication. Last year Walter Wagor asked Michael Foos and Lora Baldwin to work on a Senate Web site which will include the Senate Minutes, voting faculty and senate information.
  - A new Listserv has been set up and a file server for committee minutes will be established.
- E. The President said that the topics for discussion by the various Task Forces which will meet later today, were the result of suggestions made by faculty last spring. There will be further discussion about the Task Forces following lunch, but the expectation is that the groups will meet throughout the fall and be prepared to make a status report at the special meeting in December. Each Task Force will be asked to elect a chair and recorder at the initial meeting today. Senate Standing Committees are also asked to get together after lunch and set up a time for their first meeting. The Senate President would like to attend this first meeting of committees.

V. Standing Committees

A. AAA Committee - Vandana Rao Dev

Vandana Rao said the committee met 14 times to discuss the role of the committee and its operating procedures. One item suggested was the separation of the admission and placement policies. The committee met once to listen to student appeals. Kumara Jayasuriya reported that there were no student suspensions this past year.

B. Budgetary Affairs - Lora Baldwin

Lora Baldwin thanked members of the committee for their work during the year. They met often. At the beginning of budget hearings the committee created a list of "sacred cows" which generated interest in what items might be eliminated for budgetary reasons. The committee reviewed the SDC proposals. They looked at what Peer Institutions were doing. One item which was officially accomplished, and which will be added to the Academic Handbook, is that faculty will be paid a percentage of the cost of living, based on national figures, before the merit increases are calculated.

C. Curriculum Committee - Cathy Ludlum Foos

Cathy Ludlum Foos thanked last year's members for their efforts. She reported that the Committee brought to the Senate for approval, two new course proposals, seven new programs, four revisions to existing programs, and 16 information items from the Master Course List. They discussed the committee's role in the assessment plans of new proposals. The Assessment Committee sent a proposal to Curriculum Committee that should be finalized by the end of the semester. The committee feels there is a need for campus wide discussion of curricular issues as evidenced by the fact that there are two Task Forces dealing with these issues. The committee hopes to receive a lot of good feedback from the Task Forces. The committee meets every Thursday from 9-10 am in Whitewater 200C.

D. Faculty Affairs - Jerry Wyett

Jerry Wyett thanked the members of the committee for dealing with sensitive issues this year. They looked at the TERA policy and tried to create a more efficient policy for the campus. Their policy was sent to UFC and then submitted to the Board of Trustees. Additional items which are on-going include Post Tenure Review, P & T Policy, review of Committee Structure, maintaining Committee Archives, Policy for Chair Evaluations, open discussions with the VCAA on the Sexual Harassment policy, and a UFC policy on non-tenure track faculty.

E. Workload Committee - Sue McFadden

Sue McFadden thanked committee members. She reported that the committee had reviewed its charge to see if it really needed to exist. They drafted two Bylaw changes as voting items - one passed, the other did not. They also did a faculty workload profile. The Committee reviewed two reassigned time requests for Fall 1998. Two items were not completed - the criteria for reassigned time and the actual decision of what the committee's job is

President Foos said that each Standing Committee will submit its annual report and a packet of all reports will be distributed to Senate members

VI. Chancellor's Report - David Fulton

- A. The Chancellor welcomed everyone back for the 1998-99 academic year and, specifically, extended a welcome to new faculty members.
- B. He reminded everyone of the all campus lunch on Friday, August 28. The program will begin in Vivian Auditorium at noon, followed by the luncheon.
- C. The Chancellor thanked Walter Wagor for serving on the Executive Committee and said that Michael Foos will be the new member of the Committee.
- D. In an attempt to acknowledge faculty scholarly work and activities, a booklet was created by External Relations, under the direction of Vice Chancellor Matika listing IU East faculty accomplishments. This booklet was distributed as faculty entered this meeting.
- E. The Chancellor congratulated the Nursing Department for the high pass rate of its students - 95% of Baccalaureate Degree students passed the State nursing license exam. The national pass rate is 87%. Also, 97% of Associate Degree students passed the State test which was the highest in the IU system.
- F. Chancellor Fulton reminded faculty that changes have been made in committee reporting structure. Six committees report to the Chancellor: Calendar; LRP; Technology; Human Resources; Multicultural Affairs; and, Commission on the Status of Women. Other committees will be divided among the Vice Chancellors. Committee missions will be reviewed to see if they should continue. The Chancellor noted that committee service is an individual decision. September 4 is the deadline to sign up for committees.
- G. The Chancellor will attend the Trustees and Chancellors meeting this afternoon.

VII. Academic Affairs - Diane Roberts

- A. The Vice Chancellor asked Division Chairs to introduce their new faculty. Ashton Veramallay, B.E.S.T, introduced D.S. Sundaram, from Black Hills State University in South Dakota, who will be teaching Marketing.  
Bill Brown, BSS, introduced Ed Fitzgerald who will be serving as Interim Director of Social Work and Human Services. Also introduced was Frank Walterman, who is teaching classes for Paul Barton-Kriese who is on Sabbatical for the 1998-99 academic year.  
Marilyn Watkins, Education, introduced Jerry Wilde, a graduate of Marquette University, who will be teaching Educational Psychology. Cherie Goble was also introduced. She recently received her Education Administrator degree and will serve as Director of Clinical Experiences.  
Robert Hertzog, HFA, introduced Charles Bolyard, a PhD candidate in Philosophy at Bloomington who will serve a one semester appointment. Also, Claudia Stolz, PhD, from Miami University, will serve a one year appointment as Assistant Professor in English.

In the absence of Kris Dhawale, NSM, Michael Foos introduced Walter Scott who has a one year appointment teaching Math.

Joanne Rains introduced new Nursing faculty members Paulette Humphries, in Psychiatric Nursing, and Diana Stanford, in Med/Surg.

Kevin Countryman introduced himself as the new Applied Computer Graphics instructor in the Technical Graphic Program for Purdue Programs.

Vice Chancellor Roberts added the names of new staff members - Lynette Nies who is a new counselor in the Advising Center, Ron Lund who is working with the VCAA on technology, and Virginia Luce in Student Support Services.

- B. The Vice Chancellor said the review of the Academic Affairs office is proceeding. George Blakey is Chair of the committee.
- C. The Task Force to review the Continuing Studies Program submitted its report in May. Because of other factors no changes are being made at this time. Kurt Acton is currently serving as Director.
- D. Lynn Hufford will serve as head of Computing Services until a decision is made on the direction of Information Technology.

#### VIII. External Relations - Joanne Matika

##### A. Annual Gift Report for July 1, 1997 - June 30, 1998

The total Annual Gifts amount donated was \$162,132.57, which included annual fund, pledges and other donations. There was \$66,698.82 in unrestricted funds and \$81,842.75 in restricted funds. The new gift match generated \$13,591.

Vice Chancellor Matika announced increases in the following programs:

Faculty Research & Grants from \$5,500 to \$7,000

Whitewater Art Competition from \$5,000 to \$6,000

Lively Arts from \$7,000 to \$9,000

A new category, Student Enrichment, which will support internships and/or international study - \$2,000

#### IX. Enrollment Services - Ben Young

- A. Ben Young stated that IU East enrollment is currently down 5% with a 4% decline in credit hours. However, there is still another week for students to register. Purdue enrollment is 168 with 1050 credit hours.

#### X. Old Business

##### A. Nominating Committee - Ed Brown

Ed Brown noted that the AAA Committee lost a member and he will contact people who had expressed interest in serving on the AAA Committee.

Budgetary Affairs Committee lost the representative from the Nursing Division and Kelly Dempsey has been nominated to fill the vacancy. A vote for approval is necessary for Budgetary Affairs Committee membership. Ron Carter seconded the nomination. Kelly Dempsey approved.

Ed Brown said an election will be held in October for members to serve two years on the P & T Committee and the Faculty Board of Review.

The Senate President election will be held in February.

In April, one half of all Faculty Senate standing committees will be elected.

#### XI. New Business – None

#### XII. Announcements

- A. Sue McFadden has scheduled library instructional programs for students. The schedules are posted in the labs.  
Sue is also working with the RSVP program and will be hosting the Governor of Indiana on August 27th from 3:30-4:30. She has been working with David Hogg who is the RSVP coordinator.
- B. Dianne Chandler announced that representatives of TIAA /CREF and Fidelity will be on campus September 24 to talk about tax deferred plans.

- C. Joan Lafuze is the liaison for the Advisory Board of Future Faculty Fellowships. Robert Hertzog is also part of the program. Cathy Ludlum Foos has agreed to serve as mentor for Charles Bolyard, a Future Faculty Fellowship recipient. Vice Chancellor Roberts said that Carol and Bill Browne worked with the Future Faculty Fellowship program in Bloomington this summer.
- D. Chancellor Fulton said the third round of SDC proposals will be taking place on regional campuses.
- E. George Blakey said that tapes of the AAUP forum with Ken Gros Louis regarding faculty scholarship are available from AAUP President, Joe Blake.

### XIII. Adjournment

Walter Wagor moved to adjourn, Tom Osgood seconded. Meeting adjourned at 11:25 am.