

FACULTY SENATE MEETING WILL BE HELD IN WHITEWATER 132

Agenda

Indiana University East Faculty Senate
Whitewater Hall 132
February 2, 1999
11:00 - 12:15

- I. Call to Order - Michael Foos
- II. Approval of Minutes - December 1, 1998
- III. President's Report
 - Leland Get Together
 - Visit to Statehouse
 - President Brand's Review
- IV. Student Government
- V. Faculty Committees
 1. Nominating - Mary Ann Morse
 - Election of Faculty Senate President
 - Presentation of By-law proposal (for vote March 2, 1999)
 2. AAA - Kumara Jayasuriya
 - Student Appeals
 3. Budgetary Affairs - Lora Baldwin
 - Budget Preparation
 4. Curriculum Committee - Cathy Ludlum-Foos
 - Information Items
 5. Faculty Affairs - Jerry Wyett
 6. Workload - Joe Blake
 - Administrative Reassigned Time
- VI. Other Committee Reports
 - Calendar Committee
- VII. Chancellor - David Fulton
 - Budget
 - Community Colleges in Indiana
- VIII. Academic Affairs - Diane Roberts
 - Information Items
- IX. Enrollment Services - Ben Young
 - Enrollment Report
 - Unofficial Withdrawals
 - Introductions
- X. Old Business
 - Status of Task Forces
- XI. New Business
- XII. Announcements
- XIII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES

February 2, 1999

Room 132, Whitewater Hall

11:00 AM

Presiding: Michael Foos, President of Faculty Senate

Present: Baldwin, L.; Blake, J.; Blakey, G.; Branstrator, P.; Carter, R.; Chandler, Dianne; DaCosta, C.; Dalphin, J.; Dansby, J.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Englert, L.; Fahl, D.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Goerss, B.; Helton, E.; Henry, M.; Humphries, P.; Jayasuriya, K.; Kauffman, J.; Larger, M.; Morse, M.; Nishihara, L.; Osgood, T.; Pentz, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Stanforth, D.; Stolle, C.; Stolz, C.; Sundaram, D.S.; Thomas, T.; Turk, E.; Veramallay, A.; Vincent, J.; Wagor, W.; Watkins, M.; Weber, G.; Wyett, J.; Young, B.

Absent: Acton, K.; Barton-Kriese, P. (Sabbatical); Bergen, M.; Blakefield, M.; Bolyard, C.; Brown, E.; Browne, B.; Browne, C.; Chandler, David; Clark, K.; Corder, S.; Fell, M.; Fitzgerald, E.; Hampton, B.; Hertzog, R.; Hufford, L.; Jackson, D.; Lafuze, J.; Marling, V.; Matika, J.; McCarty, J.; McFadden, S.; Osborne, R.; Pandya, V.; Roman-Royer, J.; Scott, W.; Szopa, A.; Tolley, R.; Waltermann, F.; Wilde, J.

I. Call to Order

The meeting was called to order at 11:05 am by Faculty Senate President, Michael Foos.

II. Approval of Minutes - December 1, 1998

As a clarification in VI., A., to delete "former IU East Chancellor Alex Shilt". He is not the Director of the Center for University Studies. In VIII., F., replace "grade of GR" with "grade of NR". Minutes approved as amended.

III. President's Report - Michael Foos

- A. Due to the icy weather, just a small group attended the Faculty Senate Get Together at the Leland on January 8th. There was a suggestion that next year it be scheduled the end of the first week of classes.
- B. On Wednesday, February 10th, there will be a bus trip to the State House to meet with legislators about educational issues. Contact Bette Davenport for reservations.
- C. This is President Brand's fifth year in office and UFC has begun the process for his review. Further information will be sent to regional campuses.

IV. Student Government

No Report

V. Faculty Committees

A. Nominating Committee - Mary Ann Morse

1. Mary Ann Morse said that one name, Michael Foos, had been placed in nomination for Faculty Senate President. She opened the floor for nonimations. Kris Dhawale moved the nominations be closed. TJ Rivard seconded. George Blakey moved to elect Michael Foos by unanimous consent. Eleanor Turk seconded. Michael Foos elected Faculty Senate President for 1999-2000.
2. Mary Ann Morse presented a proposed revision to the bylaws pertaining to elections. She said the proposal will be voted on at the March Senate meeting. An open meeting to discuss the proposal will be held on Tuesday, February 16, from 11:00 am - 12:00 noon in the Community Room.

B. AAA.Committee - Kumara Jayasuriya

1. The committee heard several student suspension appeals and all were reinstated.
2. The committee worked with Vice Chancellor Ben Young on the unofficial withdrawal policy. They were finally able to unanimously approve the policy.

C. Budgetary Affairs Committee - Lora Baldwin

1. Preparations for the 1999-00 budget are beginning and the Budgetary Affairs Committee is being involved earlier in the process. Their presentation will be made to Executive Council on February 8th. They need to know what things faculty think are important and asked for input via e-mail to Lora Baldwin. The committee will meet February 3rd to decide what to include in the presentation. The budget proposal will be presented at Chancellor's Cabinet. The final decision on approval will be made by the Executive Council on April 30th.

D. Curriculum Committee - Cathy Ludlum Foos

1. As information items, BEST Division activated three courses, CSCI A115 Using the World Wide Web, BUS F480 Professional Practice in Finance and BUS G480 Professional Practice in Business Economics, from the Master Course List. The BUS G480 and BUS F480 courses will be added to the list of electives for the Economics Minor.
Women and Gender Studies program activated the following courses from the Master Course List: WOST W200 Women in Society: Introduction to Women's Studies, WOST W201 Women in Culture: Introduction to Women's Studies, WOST W480 Practicum in Women's Studies, WOST W495 Readings and Research in Women's Studies, and WOST W498 Critical Issues in Women's Studies
2. Curriculum Committee is working on a definition of "substantive". Suggestions should be sent to the committee, in writing, by February 9th.
3. Curriculum Committee meets every Monday from 2:00-3:00, in Whitewater 200C.

E. Faculty Affairs Committee - Jerry Wyett

No Report

F. Workload Committee - Joe Blake

No Report

VI. Other Committee Reports

Calendar Committee - Tom Osgood

Tom Osgood brought a proposal to change the approved Academic Year Calendar. The proposed change would move the beginning of Fall classes back a week in 2000 and 2001. He moved to adopt the changes. Larry Englert seconded. A number of issues such as Thanksgiving break, student recruitment, weather conditions and deadlines for grades were discussed. Voice vote was inconclusive. Show of hands vote - motion passed, 22 - 18, to change the calendar.

VII. Chancellor's Business - David Fulton

A. Budget

The Chancellor said critical budget issues are facing the campus. The Ways and Means Committee in the House of Representatives is working on the state budget. There is currently a proposal for a 2.5% increase in IU East's base budget which is the lowest in many years. The University is proposing a 3.7% increase in base budget, a 2% cost appropriation and an additional 2% for technology, for a total of 7.7% in each year of the biennium. The challenge to the university is to convince legislators that higher education is important and needs a larger increase. The Chancellor encouraged faculty to write their legislators, participate in the bus trip to Indianapolis, and let the legislators know how inappropriate the proposed increase really is. John Dalphin added that to make Indiana a leader in technology it will take money. How can there be high tech in a low tax state? The Chancellor said that there is not a long term priority on education - Indiana is the lowest in support of Education in the Big 10.

B. Community Colleges

The Governor recently proposed creation of a system of Community Colleges in Indiana. The Chancellor said that IU regional campuses and technical schools (IVTC) were created in the 60's to address the needs for a better educated workforce in Indiana. Although the press release contained no details or specifics of the proposal, the mission of this new partnership of IVTC with Vincennes University is to restructure vocational education. Five million dollars has been set aside to buy down tuition. Three or four sites, to be determined, will be established by fall 1999. Over the next six years, 22 Community College sites will be created. There are no immediate plans to locate a Community College where there is an IU regional campus. The University's response was positive - access is important where there is no post secondary education available, but there is concern about duplication of programs where there is an IU campus. President Brand said the Higher Ed Commission should provide adequate support for all educational levels. Meetings are scheduled with the Advisory Board, the Chamber, and other local agencies to discuss how this decision will impact the region.

VIII. Academic Affairs - Diane Roberts

- A. The Vice Chancellor said the first round of Academic Planning has been submitted to the Chancellor. It will now go to the Campus Long Range Planning Committee.
- B. Vice Chancellor Roberts said that review of the function of the Academic Affairs Office has been completed. She thanked the committee members; George Blakey, Chair, Kris Dhawale, Laverne Nishihara, Vandana Rao, Kelly Dempsey, and Susy Shapiro. She will discuss this report and the review of Continuing Studies with the Chancellor.

IX. Enrollment Services - Ben Young

- A. Vice Chancellor Young introduced the new Registrar, Dennis Hicks, and Jan O'Brien, the new Director of Career Services.
- B. The Vice Chancellor reported that Spring enrollment was up for the first time in four semesters, thanks to the marketing and good work by many people. He thanked everyone for their efforts and consideration of students. Head count is up 31, credit hours are up 364. Purdue is down 2 in head count, but up 39 in credit hours.
- C. Unofficial Withdrawal - Dennis Hicks
The Registrar said he worked with Kumara Jayasuriya, Pat Lemmons and David Silberstein to come up with the enrollment verification form. The Registrar's office will send postcards to students who appear on the attendance form asking them to come in and either register or drop the course. The information will be shared with the Advising Center and Financial Aid Office. Faculty can contact the Registrar's Office anytime regarding attendance issues. The Registrar added that, in the future, class rosters will be double spaced for easier reading.

X. Old Business

President Michael Foos reminded Task Force Chairs to submit a status report .

XI. New Business

Tom Osgood asked that calendar issues be sent to him. If he gets multiple responses on a certain issue he will discuss it with the Calendar Committee.

XII. Announcements

Joe Blake announced the newly elected officers of the IU East AAUP Chapter - President- Joe Blake, Vice President - Jerry Wyett, Secretary- Michael Foos, Treasurer - Ron Carter, Membership - Anne Szopa

Jesse Dansby said Charlie Nelms will be the speaker at African American Heritage program on February 25.

Cathy Ludlum Foos reminded those people working on a Campus Community Service Project of the meeting on Friday February 5th.

Chancellor Fulton announced there will be a reception for Carol Browne on Tuesday, February 16, at 3:00 pm, in the Community Room.

XIII. Adjournment

Tom Osgood moved to adjourn. George Blakey seconded. Meeting adjourned at 12:15 pm.

Curriculum Committee Information items:

I. BEST Division brings the following information items:

A) The division is activating the following from the Master Course List:

CSCI A115 Using the World-Wide Web (1.5 cr.)

P: A110, A111, or equivalent computing experience. Browsing (surfing) the Web, information retrieval, and information gathering. Web page authoring. Introduction to network terminology and social implications. Emphasis on problem solving techniques. Lecture and laboratory. 8-week course. [Please note: an 8-week course is equivalent to a 7-week course at IU East--i.e., half a semester.]

F480 Professional Practice in Finance (3-6 cr.)

P: Junior or senior standing with a concentration in finance and consent of department chairperson. Application filed through the Professional Practice Programs office. Provides work experience in cooperating firm or agency. Comprehensive written report required. Grade of A, S, or F assigned by faculty.

B) F480 and a similar course, G480 Professional Practice in Business Economics (activated May 1997), are being added to the list of possible electives to round out the requirements for the minor.

II. The Women & Gender Studies Program is activating the following courses from the Master Course List:

WOST W200 Women in Society: Introduction to Women's Studies (3 cr.)

Interdisciplinary exploration of women's position in society from a predominantly social scientific perspective. Considers such topics as socialization and gender stereotypes, the impact of different political and economic systems on women, theories of human development, the effects of ethnicity and class.

WOST W201 Women in Culture: Introduction to Women's Studies (3 cr.)

Interdisciplinary exploration of women's roles, images, history, and experiences, with emphasis on the perspective of the arts and humanities. Considers such topics as socialization and gender stereotypes, the roles of various institutions in shaping women's lives, the effects of gender on creativity.

WOST W480 Practicum in Women's Studies (3 cr.)

A learning/service course. Internships with a variety of social programs in the area are arranged.

WOST W495 Readings and Research in Women's Studies (3 cr.)

Individual readings and research in women and gender studies.

WOST W498 Critical Issues in Women's Studies (3 cr.)

This course will highlight a particular problem, theme, or controversy confronting the interdisciplinary field of women and gender studies.

Policy for Post-Tenure Review Passed by UFC

INDIANA UNIVERSITY Guiding Principles for Faculty Review (By Action of the University Faculty Council: February 9, 1999)

The quality and integrity of academic programs depend upon the performance of individual faculty. Indiana University as an institution and its faculty members have a mutual and reciprocal commitment to ensure the ongoing productivity of individuals throughout their academic careers. Peer review is an essential aspect of continued improvement and faculty development.

Each campus shall have:

1. Procedures for annual merit review of faculty performance that comply with Principles Guiding Indiana University Faculty / Librarian Salary Policy (University Faculty Council, April 25, 1989)

<http://www.indiana.edu/~ufc/policies/salary.html>

2. Procedures for evaluation of faculty performance on occasion of reappointment, appointment with tenure, and promotion in rank that comply with the provisions on Academic Advancement (standards, procedures, and annual review) in the Academic Handbook

<http://www.indiana.edu/~deanfac/acadhbkc/appnuniv/acadadv.html>

3. Procedures, adopted by faculty governance, for review, remediation, and sanction (including sanction of dismissal) of faculty conduct that violates the rules of the University or fails to meet generally understood and accepted standards of professional conduct

The procedures for review, remediation, and sanction of faculty conduct shall:

- A. Preserve academic freedom.
- B. Protect due process.
- C. Recognize situational differences of diverse faculty.
- D. Establish professional development as a goal.
- E. Define a mechanism for initiating the in-depth review process.
- F. Rely upon peer review at all steps in the process.
- G. Incorporate existing faculty review mechanisms.
- H. Include the concept of intermediate sanctions prior to dismissal proceedings.
- I. Establish dismissal process consequent to misconduct or incompetence.
- J. Specify outcome criteria for assessment of the effectiveness of the policy at the time of implementation of the policy.

ADMISSION AND PLACEMENT TEST POLICIES AND PROCEDURES

[This document updates the admissions policy in the Academic Handbook (pages X-1.1, X-1.2)]

ADMISSION POLICIES AND PROCEDURES

1. Students who have completed all requirements for regular admission will be admitted with that status.
2. Students who have not met the minimum standards for regular admission may be admitted under conditional status. Students who subsequently complete 12 semester hours of college level work with a 2.0 or above will have automatically met the criteria for regular admission status.
3. Transfer students who have been academically dismissed from another college or university, or are Indiana residents with a cumulative GPA of less than 2.0, or out-of-state students with less than a 2.5, may be admitted and will be placed on probation at the discretion of IU East's Director of Admissions. Students who subsequently complete 12 semester hours of college level work with a 2.0 will have automatically met the criteria for regular admission status.
4. All students have the option of appealing their admission status *through the Vice Chancellor for Enrollment Management*.
5. Students must apply and pay the non-refundable application fee prior to taking the IU East placement tests.
6. All students will be assigned an advisor upon admission regardless of admission status.

PLACEMENT POLICIES AND PROCEDURES

1. All beginning degree seeking students must complete the IU East placement tests as part of the admissions process.
2. The Advising Coordinator will categorize the students based on the results of their placement (skills review) tests in math, reading and writing.
3. Categories of conditional admission status are:
 - (a) Level 1
This level describes students who place into no more than two of the three development courses, English composition W031, Math M006, M007, or M014 and Education 050 Reading Techniques. These students will be required to demonstrate competency in their assessed areas of deficiency within their first 12 hours. They will not be allowed to enroll in any courses above the 100 level until such competency is demonstrated either through successful completion of appropriate coursework or through retesting.
 - (b) Level 2
This level describes students who place into all three developmental courses, English composition W031, Math M006, M007 or M014 and Education 050 Reading. These students will be assigned to advisors in the IU East University Division who will assist in their selection of courses in each area of their deficiency as well as possibly courses to enhance their study skills within their first 24 hours of coursework. These students will not be permitted to take more than six credit hours of 100 level courses per semester until they have successfully met their deficiencies. They will be encouraged (although not required) to consider attending IU East on a part-time basis. Students in this category must obtain their University Division advisor's signature before dropping and/or adding courses
 - (c) Level 3
This level describes students who place below the developmental course placement in at least one area of composition, math or reading. Students must demonstrate competency in any area

of deficiency before enrolling in the developmental course(s). Competency may be accomplished through Continuing Studies or through other community resources. Until competency is demonstrated, students may enroll only in courses into which they placed. After competency is demonstrated, students will be recategorized into Level 2 and must follow the guidelines stipulated for that category. Students with a GPA below 2.0 must be approved for enrollment through petition to the AAA committee.

(d) Deferred Status

This category describes students who place below all existing IU East developmental courses in math, writing and reading. These students must demonstrate competency in all areas through Continuing Studies or other community resources before retaking the placement tests.