

AGENDA
FACULTY SENATE RETREAT
AUGUST 19, 1999
1:30 p.m.
Olde Richmond Inn

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - May 4, 1999
- III. President's Report - Michael Foos
 - Welcome
 - IU East Homecoming - Bob Covington
 - Schedule for Senate Meetings
 - Outlook for the Year
- IV. Senate Committees
 - 1. AAA Committee - Kumara Jayasuriya
5 minute summary of 1998-99 Committee activity
 - 2. Budgetary Affairs Committee - Lora Baldwin
5 minute summary of 1998-99 Committee activity
 - 3. Curriculum Committee - Cathy Ludlum Foos
5 minute summary of 1998-99 Committee activity
 - 4. Faculty Affairs Committee - Robert Hertzog
5 minute summary of 1998-99 Committee activity
 - 5. Workload Committee - Joe Blake
5 minute summary of 1998-99 Committee activity
 - 6. Nominating Committee - Ed Brown
5 minute summary of 1998-99 Committee activity
 - 7. P & T Committee - Neil Sabine
5 minute summary of 1998-99 Committee activity
 - 8. Agenda Committee - Michael Foos
5 minute summary of 1998-99 Committee activity
- V. Chancellor's Business - David Fulton - 5 minutes
- VI. Academic Affairs - Diane Roberts - 5 minutes
- VII. External Relations - Joanne Matika - 5 minutes
- IX. Old Business
 - Circulars E15-99, E16-99, E17-99
- X. New Business
- XI. Announcements

XIII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE RETREAT MINUTES
August 19, 1999

Olde Richmond Inn

1:30 PM

Presiding: Michael Foos, President of Faculty Senate

Present: Acton, K.; Armstead, S.; Baldwin, L.; Barton-Kriese, P.; Bergen, M.; Blake, J.; Blakefield, M.; Branstrator, P.; Brown, E.; Carter, R.; Chandler, David; Clapp-Itnyre, A.; Corder, S.; Clark, K.; Dempsey, K.; Dennis-Bay, L.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Goble, C.; Goerss, B.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Lafuze, J.; Larger, M.; Martin, ML.; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Sharma, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Vincent, J.; Watkins, M.; Wilde, J.; Matika, J.; Young, B.

Absent: Blakey, G.(Sabbatical); Browne, B.(Sabbatical); DaCosta, C.; DeSantis, K.; Dhawale, K.; Fulton, D.; Hampton, B.; Jackson, D.; Marling, V.; McCarty, J.(Sabbatical); Pandya, V.; Roman-Royer, J.; Shapiro, S.; Sundaram, D.S.; Thomas, T.; Turk, E.; Wagor, W.; Weber, G.; Wyett, J.;

- I. At 1:30 pm Faculty Senate President Michael Foos said there were some announcements to be made prior to the Senate meeting.
 - A. Vice Chancellor Ben Young welcomed everyone back. He gave an update on Springwood Hall since the building is not ready for classes yet. The Child Development Center has leased space at Townsend Community Center for one month. There are 37 children signed up to use the center. Academic classrooms should be ready in about two weeks. In the meantime, classes scheduled in Springwood and for rooms 133 and 137 in Whitewater will be moved to other rooms. The Graf Recreation Center should be ready by the end of September. Vice Chancellor Young reported that Fall headcount is currently down about 5% and credit hours are down about 3%. He is hopeful that enrollments will increase by the time classes begin.
 - B. Randall Osborne gave a report from the Assessment Committee in the absence of Walter Wagor. Slides were presented to show results of the survey, distributed to all full time faculty in the spring, to clarify the goals of the Communication objective in the areas of Reading, Writing, Speech Communication and Technology. The purpose is to create manageable items that can be assessed to measure student progress on the six general education objectives. A follow-up survey on communication will be distributed during the fall with surveys on the other general education objectives to follow.
 - C. Bob Covington, representing the Alumni Association, shared information about activities and events being planned for the IU East Homecoming. On Thursday, September 23 will be a Lively Arts program. On Saturday, September 25, Pork Chop Charlie will begin serving food at 4:00. There will be a 5K Run/Walk starting at 3:00. Other activities will include kid's games, scavenger hunt around the campus, door prizes, Faculty Baby Picture contest, music and concluding with fireworks at 7:00 pm.

- I. Call to Order
President Foos called the Faculty Senate Meeting to order at 1:55 pm.
- II. Approval of Minutes
President Foos asked for approval of the May 4, 1999 minutes. Joan Lafuze moved to approve the Minutes. Ashton Veramallay seconded. Minutes approved.
- III. President's Report – Michael Foos
 - A. Michael Foos reminded Senate members to pick up copies of the 1999 Indiana University Constitution and ByLaws and Circulars E15, 16 and 17.
 - B. President Foos said copies of Senate Committee year end reports will be attached to the minutes of this meeting.
 - C. President Foos presented the proposed dates for 1999-2000 Faculty Senate Meetings. The dates presented: August 16, October 5, November 2, December 7, February 1, March 7, April 4, and May 2, from 11:00am until 12:15pm. Kurt Acton asked if May 2 would allow enough time to approve May graduate lists. Vice Chancellor Roberts noted that the graduate list approval was pending the successful completion of coursework and there should not be a problem. Bob Hertzog moved to accept the proposed meeting dates. Neil Sabine seconded. Senate meeting dates approved.
- IV. Senate Committees
President Foos asked Committee Chairs to give brief, oral, year end reports of the committee's activity during the 1998-99 year. Written reports will be attached to the minutes.

AAA Committee – Kumara Jayasuriya

Kumara Jayasuriya reported that the committee met in January to hear 16 student appeals and 3 grade appeals and made their recommendations. The committee also worked on a document to define the roll of AAA Committee. They worked with the Enrollment Services to design an unofficial Withdrawal Policy. They also began work on revising academic standards which will be passed on to next year's committee.

Budgetary Affairs – Lora Baldwin

Lora Baldwin thanked the people who served on the committee. The committee worked on creating By Laws for the committee. They looked at the 18-20 plan and felt it was not a problem for IUEast, but did feel that to attract quality faculty in the future, higher salaries would have to be offered. The Monterray Proposal was discussed with the Chancellor. The committee again looked at salary floors but could not come up with a plan. The committee worked in the budget process and made their presentation. They met with Vice Chancellor Roberts about concerns to bring in new Math instructors.

Curriculum Committee – Cathy Ludlum Foos

Cathy Ludlum Foos thanked Curriculum Committee members for their work. The committee presented, and which the Faculty Senate approved, 7 new programs, 2 program changes, 3 new courses, and 12 courses from the Master Course List. Committee members also looked at the purview of the committee and elaborated their role in the assessment plans of new programs. They discussed a definition of "substantive". The discussion of inter campus transfer is still ongoing at UFC.

Faculty Affairs – Robert Hertzog

The committee worked on Constitution changes in the evaluation of Chairs and Deans, Circulars 15,16, and 17. They will continue to work on Post Tenure Review and hope to have a response by November. The committee gave feedback on the Sexual Harassment Policy.

Workload – Joe Blake

The committee revised the Workload section of the Handbook which was approved by Senate. They developed a model of a banking policy and collected data from Division Chairs and the Academic Affairs office. However, the policy was tabled. Joe Blake thanked members of the committee for their work.

Nominating Committee – Ed Brown

The committee rearranged the voting procedure for P&T, Faculty Board of Review and Nominating Committee.

Ed Brown added that the committee had made arrangements to have notices placed in Adjunct contract letters explaining Faculty Senate membership for adjuncts.

P&T Committee – Neil Sabine

The committee reviewed 6 dossiers and made recommendations on all 6. They reviewed 23 TERA applications and 12, the maximum allowed, were awarded. A report on the review of P & T procedures will be presented in October.

Agenda Committee – Michael Foos

Michael Foos explained that the Agenda Committee consists of Standing Committee Chairs, the Chancellor and Vice Chancellor for Academic Affairs. Their charge is to set the agenda for Senate meetings. This year the committee met twice a month – once with the Chancellor and Vice Chancellor to set the agenda and the other time without to talk about long range plans and possible discussion items. The year end reports and minutes of committee meetings will be collected and placed on the file server

Academic Affairs - Diane Roberts

Vice Chancellor Roberts announced the following new faculty and/or new appointments:

Chris Carter – Network Administrator in Information Technology
Victoria Marling – Visiting Lecturer in Accounting – B.E.S.T
Sheila Armstead – Clinical Assistant Professor in Social Work
Kurt Acton – Returning Associate Professor – Math - Education
Alisa Clapp-Itnyre – Assistant Professor - Writing/Literature – HFA
Laura Dennis-Bay - Visiting Faculty Fellow –HFA
Sherrie Hamilton – Visiting Assistant Librarian
Saroj Sharma - Assistant Professor - Math
Sharon Corder – Visiting Lecturer – NSM
Mary Lou Martin – Visiting Lecturer - Nursing
Mona Powell - Visiting Lecturer - Nursing
Diana Stanforth - Fulltime Lecturer - Nursing
Paulette Humphries - Fulltime Lecturer – Nursing
Randall Osborne – Acting Interim Chair – BSS Division
Walter Wagor – Assistant Vice Chancellor for Assessment and Faculty Development – Academic Affairs
George Blakey and Judy McCarty – Sabbatical Fall 1999
William F. Browne – Sabbatical Fall 1999 and Spring 2000

Ed Fitzgerald – Director of Social Work
Kumara Jayasuriya - Developmental Math Program

External Relations – Joanne Matika

Vice Chancellor Matika reported that 1999 was a good year for the Annual Fund with a 25% increase in total amount to \$206,719.73. The Foundation Match for new donors raised \$20,000. Unrestricted funds also increased. There were two major gifts – one for the Henry County Center and one for the Graf Endowed Professorship of \$550,000. The total number of gifts was also up - 929 for 1999 compared with 735 for 1998.

Old Business

Faculty Affairs brought By Law changes and a Constitutional Amendment relating to the review of Chairs and Deans. The By law changes will be voted on at the October meeting. The Constitutional Amendment will be mailed to faculty for a vote.

New Business

Ed Brown noted that Curriculum Committee lost another member. In order to have 6 members on the Committee he had contacted faculty for someone who might be interested in serving. At this time he placed in nomination the names of Joe Blake and Peggy Branstrator for Curriculum Committee. Joan Lafuze moved that nominations be closed. Joe Blake and Peggy Branstrator elected to Curriculum Committee.

Announcements

- A. Joanne Matika invited faculty to tour Springwood Hall at 3:15 today. Refreshments will be served at 3:00 on Whitewater Patio.
- B. Joan Lafuze said it was time for Graduate Faculty enrollment. She encouraged faculty to apply.

Adjournment

Paul Barton-Kriese moved to adjourn. Neil Sabine seconded. Meeting adjourned at 2:35 pm.