

**AGENDA
FACULTY SENATE
NOVEMBER 2, 1999
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm**

- I. Call to Order - Michael Foos
- II. Approval of Minutes - Faculty Senate - October 5, 1999
- III. President's Report - Michael Foos
 - A. Vote of Faculty Board of Review
 - B. Vote of Faculty Affairs Issues
- IV. Student Government Announcements
- V. Faculty Committees
 - A. AAA Committee - Mary Blakefield
Handbook Revisions
 - C. Budgetary Affairs - Larry Englert
Information Item
 - D. Curriculum Committee - Cathy Ludlum Foos
Information Item
 - E. Faculty Affairs - Robert Hertzog
Post Tenure Review (Circular E6-00)
 - F. Workload - Greg Weber
Brief Report
- VI. Chancellor's Business - David Fulton
Status of Community College
- VII. Academic Affairs - Diane Roberts
Information Items
- VIII. Old Business
- IX. New Business
- X. Announcements
Annual Fund Appeal - Lynn Hufford
- XI. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
November 2, 1999

Middlefork Hall Room 124

11:00 - 12:15pm

Presiding: Michael Foos, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Blakefield, M.; Branstrator, P.; Brown, E.; Carter, R.; Clapp-Itnyre, A.; Clark, K.; Corder, S.; Dempsey, K.; Dennis-Bay, L.; Englert, L.; Fitzgerald, E.; Folkert, M.; Foos, C. Ludlum; Foos, M.; Goble, C.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Larger, M.; Martin, ML.; McFadden, S.; Morse, M.; Osborne, R.; Pandya, V.; 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.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Wyett, J.; Matika, J.; Young, B.; Hicks, D.; Kauffman, J.; Stewart, C.;

Absent: Acton, K.; Barton-Kriese, P.; Bergen, M.; Blake, J.; Blakey, G.(Sabbatical); Browne, B.(Sabbatical); Chandler, David; DaCosta, C.; DeSantis, K.; Dhawale, K.; Fell, M.; Fulton, D.; Goerss, B.; Hamilton, S.; Jackson, D.; Lafuze, J.; Marling, V.; McCarty, J.(Sabbatical); Nishihara, L.; Osgood, T.; Roman-Royer, J.; Shapiro, S; Sundaram, D.S.; Thomas, T.; Turk, E

I. Call to Order

The meeting was called to order at 11:07 am by President Michael Foos.

II. Approval of Minutes

President Foos asked for approval of the October 5, 1999 minutes. Hearing no corrections, the Minutes stand as written.

III. President's Report – Michael Foos

- a. Michael Foos announced the results of the election for the Faculty Board of Review. Lora Baldwin and Randall Osborne were elected.
- b. President Foos announced the results of the vote on changes in the Indiana University East Faculty Senate Constitution relating to the review of Division Chairs and Deans(Circulars E15-99, E16-99, E17-99). All three amendments passed.
- c. The dedication of Springwood Hall will be held on Wednesday, November 10, at 11:00 am. Reservations should be made with Sue Norris at the Switchboard. A meeting with President Brand and faculty is tentatively scheduled between 1:00 and 2:00. More information will follow.
- d. President Foos said the letter regarding IU East faculty's stand on the Community College issue was sent to the Governor, with copies to the area legislators. President Foos thanked faculty for their input and suggestions in preparing the document. He also noted that Chancellor Fulton had prepared a statement for President Brand, as a follow up on conversations held during the Senate Retreat relating to the community college issue. Copies are available at this meeting and any suggestions, concerns, changes or comments should be forwarded to the Chancellor.

IV. Student Government – Carrie Stewart

- a. Student Government President, Carrie Stewart, reported that Student Government officers had discussed the need for a handicapped mentoring plan.
- b. Student Government hopes to upgrade the Spring Welcome event. Any and all suggestions should be sent to the Student Government Office.
- c. Another Organization Fair is planned at the beginning of Spring semester to make students aware of what clubs and groups are on campus and to encourage student participation.

V. Senate Committees

A. AAA Committee – Mary Blakefield

AAA Committee brought, moved and seconded, revisions to the Handbook clarifying requirements relating to the Honors List, Chancellor's List, and Dean's List, and procedures pertaining to Academic Probation, Suspension, and Reinstatement. Discussion. Ed Brown asked why a student was evaluated for probation after 12 hours instead of 6. Walter Wagor explained that the committee felt it was not appropriate for a part time student to take one course and be placed on probation. Also, 12 hours would be a better indicator if a student was having problems. A question was raised if a student was suspended was it permanent. Ben Young explained that once a student is suspended they are checklisted which shows up on every campus. The student would need to apply for reinstatement. Mary Blakefield said the revisions would be enacted for Fall 2000 if approved. Vote on revisions passed.

B. Budgetary Affairs – Larry Englert

Budgetary Affairs Committee met with John Kauffman to review the end of the year status.

C. Curriculum Committee – Cathy Ludlum Foos

- a. As an information item, the HFA Division is activating a course from the Master Course List, W001, Fundamentals of English, which will be offered in Fall 2000. The course will benefit those students who receive low scores on writing placement tests.

D. Faculty Affairs – Robert Hertzog

a. Post Tenure Review (Circular E6-00)

Dr. Hertzog reported that, although there had been no e-mail responses to changes in the Post Tenure Review document, Walter Wagor and T.J. Rivard had worked to incorporate comments and suggestions made during discussion at the October 4, 1999, Faculty Senate meeting and that revised document was presented. Cathy Ludlum Foos thanked them for doing such a good job. Larry Englert asked for a definition of "unsatisfactory performance." Robert Hertzog said that would be set by the university. Walter Wagor noted that in section III, the last paragraph, that "Divisions shall be required to determine what constitutes unsatisfactory performance..." and he explained that they were trying to set parameters by which the campus could establish a definition. President Foos called for a vote on the revised Post Tenure Review policy. Policy approved.

E. Workload – Greg Weber

- a. The Committee received three applications for additional reassigned time for Professional Development.
- b. The Committee received one report on reassigned time.

VI. Chancellor's Business – Vice Chancellor Roberts

- A. Vice Chancellor Roberts said that Chancellor Fulton was on a retreat with President Brand.

- B. November 15th will be designated Recycling Awareness Day which will be the kick off of renewed recycling efforts on the IU East campus. Peggy Branstrator is working to get the program started on the campus.
- C. Copies of the Chancellor's draft on the Community College Challenge were available for faculty. The draft is still open for faculty input and the Vice Chancellor asked that suggestions be e-mailed to the Chancellor. The final report will be sent to President Brand next week.
- D. The Chancellor wanted to announce that there would be a press conference somewhere on Thursday, November 4th. Vice Chancellor Matika said she had just received information that the press conference would be at 3:30 at the Richmond/Wayne County Chamber of Commerce Office. Jerry Lamkin, Stan Jones, Allen Paul, and Richard Bodiker will also attend. An announcement will be made regarding land acquisition.

V. Academic Affairs – Diane Roberts

- A. The Vice Chancellor said a visitor from the Business Accreditation team is on campus today verifying that problem areas of the B.E.S.T. program that needed to be rectified have, in fact, been addressed.
- B. The NSM Division will undergo an external review in Spring 2000 following a new process.
- C. The search for a Director of Extended Learning will be reactivated. When the Continuing Studies Office was reviewed last spring, resulting in un-emphasis of Workforce Development and the addition of the off campus programs, Connersville and New Castle, and the Bachelor of General studies, the name was changed. Marilyn Watkins will serve as Chair of the search committee.
- D. Following the review of the organization and function of the Office of Academic Affairs, the one major recommendation that was made was for a full time assistant to be appointed. Walter Wagor has been appointed to that position of Assistant Vice Chancellor.

VIII. Old Business

None.

IX. New Business

Walter Wagor commented that courses brought from the Master Course List are automatically activated without any requirements being in place. Cathy Ludlum Foss said the Curriculum Committee has discussed revisions to the procedure currently used and had drafted a proposal. She added that problems often occur in inter campus transfers when courses are so casually activated and suggested a stronger course activation policy might be needed. Bob Hertzog felt that decisions to activate a course should lie within the division where the course is being activated and that neither Faculty Senate nor the Curriculum Committee needs to be involved. Walter Wagor said new course proposals are discussed at length. He felt there should be no difference between new courses and any course to be offered. Any new course should go through the same process since it could affect the curriculum. Diane Roberts said she is not used to faculty approval of new courses, and asked if the approval of each and every course is necessary. Bob Hertzog said he would trust faculty in other divisions to approve its courses and would expect others to do the same for his division. Randall Osborne suggested discussion on the listserv and made a motion to formally engage in discussion of the process of bringing courses from the Master Course List. Ed Fitzgerald seconded. Motion passed. Walter Wagor felt it was a good idea. Cathy Foss will put the draft of the proposal on the listserv to get the discussion started.

X. Announcements

- A. Lynn Hufford urged faculty to support the Annual Fund Appeal. He explained that some unrestricted funds are used to support faculty research.
- B. The United Way Campaign has reached the halfway point toward the goal of \$12,000. Drs. Kurt Acton and Ben Young are serving as Co-Chairs.
- C. The Annual Whitewater Valley Art Show will be Saturday, November 6th, beginning at 10:00am. Roberta Smith, a New York Times Art Critic will juror the show.
- D. Jesse Dansby said Multicultural Affairs/Affirmative Action will be visiting divisions to review search and screen requirements.
- C. Randall Osborne will be accepting nominations for the Richard J. Wood Community Service Award. The deadline is November 15th at 8:00 am.
- B. Mary Folkerth reminded faculty to apply for Library Mini Grants. The deadline is November 15th. She should be able to make the announcement before Christmas break.

XI. Adjournment

Jerry Wyett moved to adjourn. Several people seconded. Meeting adjourned at 11:50 am.