

AGENDA
INDIANA UNIVERSITY EAST
FACULTY SENATE
March 7, 2000
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - February 1, 1999
- III. President's Report - Michael Foos
 - Honors Day
 - Mike Klein Visit March 24th
 - Civility Policy
 - Recycling
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating Committee - Ed Brown
 - Nominating Committee Preliminary Vote
 - UFC Representative Election
 - B. AAA Committee - Mary Blakefield
 - Information Item
 - C. Budgetary Affairs - Larry Englert
 - Information Item - Chancellor Fulton
 - D. Curriculum Committee - Cathy Ludlum Foos
 - No Report
 - E. Faculty Affairs - Robert Hertzog
 - Information Items
 - F. Workload - Gregory Weber
 - Reassigned Time Petition
- VI. Chancellor's Business - David Fulton
 - Community College Update
- VII. Academic Affairs - Diane Roberts
 - Chair Review
 - Enrollment Verification Form
 - Research Funds
 - Update on Searches
- VIII. Enrollment Services - Benjamin Young
 - Bookstore
 - Spring Enrollment
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES

March 7, 2000

Middlefork Hall Room 124

11:00 am – 12:15 pm

Presiding: K. Michael Foos, President of Faculty Senate

Present: Present: Acton, K.; Barton-Kriese, P.; Blakefield, M.; Blakey, G.; Bland, J.; Branstrator, P.; Brown, E.; Carter, R.; Chandler, David; Chandler, Dianne; Clapp-Itnyre, A.; Clark, Karen; Clark, Kevin; Corder, S.; DaCosta, C.; Dennis-Bay, L.; Englert, L.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Hertzog, R.; Hicks, D.; Jayasuriya, K.; Kauffman, J.; McCarty, J; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pandya, V.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Ray, V.; Reece, D.; Reynolds, S.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Sharma, S.; Stolle, C.; Szopa, A.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Young, B.

Absent: Armstead, S.; Baldwin, L.; Bergen, M.; Blake, J.; Browne, B.(Sabbatical); Clark, K.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Fell, M.; Goerss, B.; Henry, M.; Hufford, L.; Humphries, P.; Lafuze, J.; Larger, M.; Marling, V.; Martin, M.L.; Vincent, J.; Roman-Royer, J.; Stanforth, D.; Sundaram, D.S.; Thomas, T.; Tolley, R.; Turk, E.; Vincent, J.; Wilde, J.; Wyett, J.

I. Call to Order

Senate President Michael Foos called the meeting to order at 11:07 am.

II. Approval of Minutes

Walter Wagor noted a correction in VII., B.. The writing across the curriculum requires that W131 be completed within the first 25 credit hours and the second writing requirement must be completed within the first 50 credit hours. Minutes approved as corrected.

I. President's Report – Michael Foos

- A. President Foos reminded everyone that Honors Day is April 2. There will be a new format this year. Faculty will march in full academic regalia. He added that the last day to rent caps and gowns from the Bookstore is tomorrow, to avoid extra costs. Faculty members were urged to participate in Honors Day.
- B. Michael Klein, an attorney for the University, will be at IU East on March 24, for an open meeting from 10:00-12:00, in Middlefork 124, to talk about legal issues, especially relating to P & T documents.
- C. On February 8th, UFC passed a Civility Policy.
- D. A recycling program was started in February. Program director, Peggy Branstrator, announced winners of the contest to recycle the most white paper, bottles and cans. Whitewater was the winner with 30 lbs. of paper and Middlefork won with 8 lbs of cans.
- E. President Foos said he had sent an e-mail to faculty inviting volunteers to stand at the stairs to greet and congratulate students at Commencement.

II. Student Government – Victor Ray

- A. Student Government Vice President, Victor Ray, said there would be an election for new Student Government officers held on April 11 and 12.
- B. Student Government will move from Whitewater 112B to the newly renovated Bookstore area soon.
- C. Student Government is currently working together with IVTC student officers to work on safety issues affecting both campuses, such as improved lighting.
- D. Senator David Reece said another safety issue being addressed is making the campuses more handicapped accessible. He said Chancellor Fulton has agreed to

go around campus in a wheelchair to experience what problems handicapped students face.

- E. On Thursday, March 30, at 7:00 pm, Student Government will sponsor award winning investigative journalist, Martin Lee, who will do a multi media presentation on "The Politics of Hate".

V. Faculty Committees

A. Nominating Committee – Ed Brown

Ed Brown said that it is necessary to select a slate for the Nominating Committee election that will be held next month. There will be two new members elected to two year terms, beginning in July. Mary Fell will continue on the committee. The ballot listing qualified faculty was distributed. Several people asked to have their names stricken. Ed Brown explained that four names should be circled and the four with the most votes would comprise the ballot for next month's election. Later, Ed Brown announced the results: Ed Fitzgerald, Michael Foos, Betty Goerss, and Rob Tolley will be on the ballot.

A second election was conducted for a new UFC Representative. Ed Brown explained that this person attends the monthly UFC meetings, on Tuesdays, in Bloomington or at IUPUI. Michael Foos was nominated. Larry Englert moved to close the nominations. Paul Barton Kriese seconded. Michael Foos unanimously elected UFC Representative.

B. AAA Committee – Mary Blakefield

Mary Blakefield said the committee had been working with the Registrar's Office to modify the current drop/add form and asked Dennis Hicks, Registrar, to explain the changes. Dennis Hicks said that they tried to improve the form and reviewed the Academic Handbook to ensure accuracy with current policies. The new Schedule Change Form has spaces for dropping 5-6 courses on the top half and the same number for adding courses on the bottom. During the first week of classes a student can drop or add a course without a faculty signature. After the first week, the faculty signature is required. Financial Aid and the Bursar must also sign the form to ensure that the student knows how their Financial Aid will be affected. The Drop Only Form is used after 9 weeks and requires a faculty signature. This is a 3 part form with copies for the student, faculty, and Student Records. Both new forms will be distributed by Student Records with a list of instructions for their use.

C. Budgetary Affairs – Larry Englert

Larry Englert deferred to Chancellor Fulton who gave the Budget Report. Chancellor Fulton explained that responses to the January budget draft had been solicited until March and a final draft has been presented to Cabinet. The goals of budget building included: Improve retention; Increase technology use by faculty; Achieve and maintain competitive salaries; and, Continue academic program development, all parts of the IU East Strategic Plan. The Chancellor used an overhead to explain the proforma budget, campus adjustments, and requests for additional Strategic Direction Charter Funding. (See attached) He added that each unit must complete its individual budget, including salary recommendations, by mid April. The Trustees should approve the Budget in mid May.

D. Curriculum Committee – Cathy Ludlum Foos

No Report

E. Faculty Affairs – Robert Hertzog

Robert Hertzog reported that the committee is working on P&T issues.

F. Workload – Gregory Weber

Gregory Weber reported that the committee reviewed three applications for professional Development Reassigned Time and all were approved.

The committee is gathering faculty workload information from Division Chairs.

IV. Chancellor's Business – Davis Fulton

Chancellor Fulton began his update on the Community College situation by sharing a summary of an article by Stan Jones and Ken Sauer that discussed policy directives and possible distinctions between the tiers of higher education institutions in Indiana. (.Complete document attached.) The Chancellor hoped that the University would respond with a clear statement of its position on the role of regional campuses. Varsha Pandya asked if faculty could respond to the article in some way. The Chancellor suggested that the publisher might be contacted or a letter to Dan Reagan, the faculty representative on the Commission of Higher Education, might be helpful. Larry Englert suggested contacting area Representatives to the State Legislature.

- V. Academic Affairs – Diane Roberts
 - A. In compliance with the Faculty Senate revisions to the Review of Chairs Policy, the Vice Chancellor for Academic Affairs said she would review the Chair of B.E.S.T. Division this year.
 - B. The Vice Chancellor reminded faculty to submit their Enrollment Verification Forms to the Registrar to meet state requirements.
 - C. The Vice Chancellor reported the following faculty members will be on Sabbatical in the Fall: Kurt Acton, Gregory Weber, Tom Thomas, and Cathy Ludlum Foos. She also announced that the following faculty members have received Summer Faculty Fellowships: Eleanor Turk, Cathy Ludlum Foos, Cheryl Stolle, and Vandana Rao.
 - D. The Vice Chancellor gave an update on several searches being conducted this spring. The Division of Education’s search was successful and an Assistant Professor to teach Foundations courses has been hired. The search for a Director of Extended Learning was unsuccessful. Searches for faculty in Math, Speech, Communication and B.E.S.T. are on-going.
 - E. The Vice Chancellor encouraged faculty to become more aware of research funds available, such as the Student Undergraduate Research, Intercampus Research funds, and additional money set aside for each regional campus.
- VI. Enrollment Services – Benjamin Young
 - A. Vice Chancellor Young asked James Bland to report on the Unofficial Withdraw Reports. He said the Department of Education has mandated the use of the form and institutions must have a certain number returned in order to be in compliance with the law. The forms have a significant impact on Title 4 participation.
 - B. Vice Chancellor Young reported on changes made in the newsprint schedules for Summer and Fall. He added that the Seven Campus Learning Objectives have a prominent place in the schedule and their importance stressed.
 - C. Enrollment Services is working on a Statement of Student Responsibility and hopes to have it completed by the end of the year. The Statement would include what IU East expects of its students in the areas of conduct and grades.
 - D. Dr. Young said that Spring enrollment is down, both in head count and credit hours taken. Enrollment Services feels it is important to increase enrollment and will help students in any way possible to get them enrolled.
 - E. Dr. Young announced that the Bookstore will be moving into the newly remodeled area during Spring Break and encouraged everyone to stop by to see the “state of the art” facility. He said he would like to eliminate the “Late Book Shelf” by having all book orders in on time. He urged Divisions to work with their Adjuncts to get their orders in. He added that Campus Life would be moving into their new offices soon.
- VII. Old Business
- VIII. New Business
- IX. Announcements

1. Michael Foos said the Senate resolution on health care has been sent to the Chancellor and will be forwarded to President Brand. Dan Rives, Director of the Benefits Office, will be at IU East tomorrow, Wednesday, March 7, to meet with faculty and staff representatives.
2. Larry Englert commended the Division of Education on their fine multimedia presentation that was shown prior to the Senate meeting. The presentation will be shown to NCATE team members during their National Accreditation Visit, March 25 –29.
3. Dianne Chandler announced that the Faculty-Staff Luncheon would be on Monday, May 1, this year.
4. Peggy Branstrator said she has personal recycling containers for white paper. These can be picked up following the meeting.

X. Adjournment

Larry Englert moved to adjourn. Paul Barton-Kriese seconded. Meeting adjourned at 12:23PM