

AGENDA
IU EAST FACULTY SENATE
FEBRUARY 6, 2001
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Meeting, December 5, 2000
- III. President's Report - Susan Shapiro
Information Items
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Faculty Senate President
 - B. AAA Committee - Sherry Rankin
Student Appeal Report
 - C. Budgetary Affairs - Mary Blakefield
Information Items
 - D. Curriculum Committee - Lora Baldwin
Course Activation
 - Education EDUC L559 Trade Books in Education
 - EDUC L570 Topics in Reading
 - HFA ENG W500 Teaching Composition-Issues and Approaches
 - E. Faculty Affairs - Vandana Rao
Academic Handbook By Law - General Studies (E9-01)
Revision - Allocation of Faculty Authority (E10-01)
Promotion and Tenure Committee (E11-01)
 - F. Workload - Edwina Helton
Reassigned Time Form
- VI. Chancellor's Business - David Fulton
Strategic Management Update
- VII. Academic Affairs - Diane Roberts
Potential Tuition Increases
- VIII. Enrollment Services - Ben Young
Enrollment Report
- IX. Old Business
- X. New Business
Honorary Degrees
Teaching Awards
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
February 6, 2001
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Acton, K.; Armstead, S.; Baldwin, L.; Barton-Kriese, P.; Bergen, M.; Blakey, G.; Branstrator, P.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Clark, Kevin; Corder, S.; Dennis-Bay, L.; Dempsey, K.; Dooley, D.; Eagles, J.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, M.; Fulton, D.; Goerss, B.; Hamilton, S.; Heffron, M.; Helton, E.; Henry, M.; Hufford, L.; Lafuze, J.; Larger, M.; Lemming, E.; Lemna, K.; Mahaffey, J.; Martin, M.L.; Matika, J; May, D.; McFadden, S.; Meyer, D.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pomper, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Seddighin, M.; Shapiro, S.; Stanforth, D.; Stolle, C.; Sundaram, D.S.; Tolley, R.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Young, B.

Absent: Blake, J.; Blakefield, M.; Brown, E.; Carter, R.; Chandler, David; DeSantis, K.; Dhawale, K.; Englert, L.; Ludlum; Foos, C.; Humphries, P.; Jayasuriya, K.; McCarty, J.; Pentz, M.; Roman-Royer, J.; Szopa, A.; Thomas, T.; Turk, E.;

I. Call to Order

Senate President Susan Shapiro called the Faculty Senate Meeting to order at 11:10am.

II. Approval of Minutes

President Shapiro asked for approval of the Minutes of the December 5, 2000, Faculty Senate Meeting. Randall Osborne so moved. George Blakey seconded.

III. President's Report – Susan Shapiro

- A. President Shapiro announced that the Budget building process is underway and building meetings will be held to discuss budget items. She encouraged faculty to attend these meetings to suggest priorities and get a sense of the budget.
- B. She also encouraged faculty to write letters to area legislative representatives with questions relating to education issues. She also encouraged faculty to attend the open session with Allen Paul and Dick Bodiker at IVTC on Friday, February 9, at 1:00 pm, where Educational issues will be discussed.
- C. There will be an all University committee formed to adjudicate transfers and equivalents of courses between campuses. This committee will be comprised of two representatives from Bloomington, two from IUPIU, and two or three from regional campuses.
- D. At noon on Thursday, February 15, there will be a Faculty Potluck Lunch in the Community Room. This will be an opportunity for faculty to get together to talk and think about the issues of faculty awards, where the campus is going and what should come out of the strategic planning process.
- E. Sue McFadden announced that the Library and TLC will be having demonstrations of new equipment and the new catalog system on February 13, 14, and 15. A flyer will be out soon with further details.
- F. George Blakey asked that faculty stay for the discussion on Teaching Awards that is one of the last items on the Agenda. The President asked if was the will of the Senate to move that item forward for discussion. The Senate body agreed.

Teaching Awards - George Blakey

George Blakey said that the Board of Trustees had replaced the TERA Award with the Trustees Award that would be awarded to Tenured and Tenure-track faculty only. The Teaching Awards Committee would like to make the following recommendations

1. Maintain the three local awards, Helen Lee, Horizon and Adjunct and seek increase funding for each.
2. The Trustees Award would be a campus wide award
3. Authorize the Teaching Award Committee to be the (elected body) as the campus agent to determine procedures and criteria and to administer the selection procedure for the Trustee Award recipients.
4. Staff the Teaching Awards Committee with five faculty (a majority tenured) (It was pointed out that two members of the previous Award Committee were not faculty.)

Paul Barton Kriese moved to make #3 a voting item. Ashton Veramallay seconded.

Mary Ann Morse asked for a clarification on what was being voted. Mary Fell explained that only the committee is given responsibility, not the current members. David Fulton suggested authorizing the group for this year and in the future the Vice Chancellor for Academic Affairs and the Chancellor could work with the Senate to devise a new plan.

Paul Barton Kriese moved to authorize the Teaching Awards Committee this year as the elected body to work with the Chancellor and Vice Chancellor for Academic Affairs to develop a policy and procedures to select Trustee Award candidates. Cheryl Stolle seconded. Motion approved.

IV. Student Leaders

Jeff Eagles attended the meeting but did not have any announcements

V. Faculty Committees

Nominating Committee - Mary Fell

Mary Fell said she has not received any responses to the Nominating Committee's call for nominations for the Faculty Senate President-Elect. The Committee had hoped to have nominations so that the election could be held at the March meeting in accordance with Senate By Laws. Mary Fell explained that the Senate President is involved with Bloomington University Faculty Council, campus policy, and receives a 50% course load reduction during their term. She encouraged faculty to talk with past Senate Presidents about the responsibilities of the office.

AAA Committee - Sherry Rankin

Sherry Rankin reported that before school started the Committee had received 10 appeals for Academic Suspension. All were passed. One appeal for Spring was denied. One grade appeal was sent back.

Budgetary Affairs - Ed Fitzgerald

Ed Fitzgerald thanked faculty for responding to the Budgetary Affairs Survey. He said the Committee's assignment is to figure out its role - and if it should serve as representative of Faculty for the campus.

The Committee is working on the Biennium Budget and asked faculty for its input.

Curriculum – Lora Baldwin

Lora Baldwin reported that, as an information item, the Committee is bringing three courses from the Master Course List to be activated:

L559 - Trade Books in Education

L570 - Topics in Reading

English W500 - Teaching Composition

There was no discussion/questions

Faculty Affairs – Vandana Rao

- a. The Committee is working on changes to the Post-tenure and dismissal policies and will bring the final drafts to the Senate as voting items.

- b. The Committee is also working on changes in the P & T Policy. She thanked the previous committee and the current P & T Committee for being so helpful in their work. Walter Wagor explained that there should be a draft document of changes to the P & T document completed in about two weeks. Open Meetings to discuss the changes will be scheduled at that time. He added that P & T policy currently appears in two different places in the Handbook. The Committee is trying to combine both into one section that will explain the process, state the criteria and outline dossier preparation. It will also address the use of Divisional P & T Committees and the changes in the structure of the P & T Committee. Walter Wagor said that the Committee had also spent time looking at documents from other campuses and will pull some of those ideas into the draft. Neil Sabine explained that the proposed changes in the composition of the P & T Committee (E11-01) would eliminate Tenure-track faculty from serving on the committee. There would be a total of six tenured faculty on the committee, each serving 2 year terms. Each year three tenured faculty will be elected to the Committee, one of which will have rank of professor. There would be at least three academic divisions represented. There were some questions relating to having enough full professors. Walter Wagor felt that tenured faculty could take the responsibility and that it might even encourage people to go for full professor. Ed Fitzgerald asked that a statement saying that faculty on Sabbatical do not qualify to serve on P & T Committee be included. P & T Committee members will be glad to have input from faculty.
- c. Mike Foos reported that Circular E10-01, relating to the Allocation of Faculty Authority, proposes the adoption of the wording in the 1996 Indiana University Academic Handbook. This by law change will be voted on at the March Senate Meeting.
- d. Circular E9-01 is a bylaw change establishing a Standing Committee on General Studies in keeping with other regular committees and best practices around the state. Faculty would have oversight of this committee that advises students. Committee members will serve 3 year terms. Mary Fell asked if that would cause problems since most committees have two year terms. It was pointed out that at Indiana State University the first year is used for learning the job of the committee. Walter Wagor added that this committee acts like a Division, overseeing the administration and curriculum of two programs, the AGS and BGS degrees. Vice Chancellor Roberts said this is not a new committee on campus. It replaces the General Studies Advisory Committee as the elected committee of faculty. She said that General Studies produces the third highest number of graduates and we cannot afford not having a quality degree. Vandana Rao said she will forward the comments to the Faculty Affairs Committee and this will be a voting item at the March Senate Meeting.

Workload Committee - Edwina Helton

Edwina Helton presented three information items from the Committee:

- a. The Committee is completing a second survey of all faculty, within the divisions, of their workload. Workload committee members will be surveying all faculty in this follow-up study to the survey completed two years ago.
- b. The Committee is beginning to draft a policy on enrollment caps for courses taught in a creative format (i.e. distance education and technology-based courses). If you have comments on the policy during this initial period, please contact a member of the workload committee.
- c. Applications for requests for reassigned time are available from the Committee. Deadlines are March 1 for Spring and October 15 for Fall. The policy and application are in place, the Committee wants to make people aware of the process. Applications should be submitted to the Workload Committee Chair. They will then be forwarded to the Vice Chancellor for Academic Affairs office. Questions should be directed to any Workload Committee member.

VI. Chancellor's Business - David Fulton

- A. The Chancellor thanked everyone for their efforts in raising the Spring semester enrollment 6.4%, the largest increase of all IU campuses.
- B. The Chancellor extended congratulations to the Nursing Division on the accreditation of its Associate and Baccalaureate Degrees for eight years.
- C. The Chancellor explained that education faces a long, difficult road in the General Assembly, due in part to the redistricting issue, property tax reform and lower than expected tax revenues. The State budget has seen a downturn in revenues and budgets have straight-lined. Additional funds were not added for Higher Education, but enrollment change dollars were not removed and the Chancellor felt cautiously optimistic about additional appropriations for education. He suggested writing local legislators and legislative leaders, (not on IU Letterhead) expressing concerns and needs for additional funding.

D. Operating Budget

The budget process is going on in a revised fashion. The Vice Chancellors have prepared budget requests that have been presented to executive Council. Chancellor Fulton will present his recommendation to Cabinet on February 12. However, since there is no certainty over the state appropriation or tuition revenue, budget instruction is not yet possible. Discussions will continue over the next few months and there may be a budget by June. Chancellor Fulton felt it is important to get campus input involvement with the budget priorities. He would like to link budget priorities to the Strategic Management Process. Although we do not know the costs associated with the Strategic Management Process, next year we should know better how to link between the budget and Strategic Management Process

One of the goals of the SMP is to extend our reach into Ohio. A proposal has been prepared and sent to President Brand requesting permission from the Trustees to extend in-state rates to residents of Dark and Preble Counties in Ohio. The Chancellor expressed cautious optimism that the Trustees will approve the proposal. He would also like the state to give matching funds, but that is a matter for the Higher Ed Commission. He feels things are moving ahead with Ohio issues. Joan Lafuze asked if there had been any conversations about out of state tuition on Internet graduate courses. Diane Roberts said that tuition for out of state students for Internet courses is 150% of in state rates.

12:07 pm President Shapiro moved the Senate go into Executive Session The Senate went into Executive Session to discuss candidates for Honorary Degrees. Executive Session ended 12:15 pm

12:15 pm

George Blakey, noted the time and moved to extend the Senate meeting in order to complete its business. Seconded

VII. Academic Affairs – Diane Roberts

- A. The Vice Chancellor said that the Trustees have not made any recommendations for tuition but are considering some increase options. One item being considered is a 2% increase to convert Adjunct salaries to Contract Lecturers. This change would be beginning mainly in the remedial and 100 level Math and English courses, and might be extended to include Physics, Foreign Language, and Criminal Justice classes. The Vice Chancellor has talked with Division Chairs about this change. The second recommendation might be a 1% increase for Teaching Assistants/Supplemental Instruction since Lilly Funds have been expended.
- B. IU, Purdue and the Commission for Higher Education have been trying to come up with some plan for the transfer of credits for the Community College.

The Vice Chancellor said that there are negotiations about the transfer of credit from Community Colleges. Many of the 100 and 200 level courses are already accepted among state institutions. All courses on the Master Course List will be looked at for transferability, beginning with the 100 and 200 level classes and then the 300 and 400 level. Ball State will build a Master Transfer List. She added that the Associates of Arts and the Associates of Science degrees from Vincennes would transfer. She said usually Associates of Arts courses will transfer, but Associates of Science often do not.

- C. The Commission is also talking about Core 40, which is a High School program for public schools recommended by the legislature. The Vice Chancellor said that IU, Purdue and regional campuses might be required to have a certain percentage of Core 40 students in their freshman enrollment.
- D. IU East is looking at all 100 level courses on the Master Course List to see if they are transferable from any IU campus to IU East. Following that, the 400 level courses will be reviewed for transferability.

VIII. Enrollment Services - Dr. Benjamin Young

- A. Vice Chancellor Young noted that the Enrollment Report had been attached to the Senate Minutes. The 6.4% increase in headcount was the largest for all IU campuses and the 4.4% increase in credit hours was second among IU campuses. He said the one week delay in starting date for Spring semester provided students additional time to get registered. He also thanked Division Chairs and the Vice Chancellor for Academic Affairs for agreeing to push back the start time to 5:30 for evening classes. He felt the change enabled more working students to attend evening classes.

IX. Old Business

- A. Lora Baldwin presented Bylaw changes governing the Faculty Review Board, (Circular E12-01), to be voted on at the next meeting.

X. New Business

None

XI. Announcements

- a. George Blakey noted that he had taken a poll of students in his evening class and only 3 of the 32 students preferred the 5:30 starting time.
- b. Ashton Veramallay pointed out that with classes starting later, students could not take two classes in one evening.

XII. Adjournment

Marilyn Watkins moved to adjourn. Vandana Rao seconded. Senate meeting adjourned at 12:35 pm.