

AGENDA
IU EAST FACULTY SENATE
April 3, 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, March 6, 2001
- III. President's Report - Susan Shapiro
UFC Items
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Nominations for Standing Committees
 - B. AAA Committee - Sherry Rankin
No Report
 - C. Budgetary Affairs - Mary Blakefield
Budget update
 - D. Curriculum Committee - Lora Baldwin
VOTE - Institutional Program Requirements
(Circular E16-01 Revised)
 - E. Faculty Affairs - Vandana Rao
Discussion Items
 - 1) Issue of quorum for Senate(Circular E19-01)
 - 2) Faculty Affairs Committee (Circular E20-01)
 - 3) Senate Standing Committee Constitutional changes (Circular E21-01)VOTE - See copies from March Meeting
 - 1) Post Tenure Review Revisions (Circular E14-00)
 - 2) Proposed Dismissal Procedures Revisions (Circular E13-01)
 - F. Workload - Edwina Helton
Information Items
 - G. Faculty Board of Review - Lora Baldwin
VOTE - See copies from March Meeting
Faculty Board of Review Bylaw Changes (Circular E12-01)
- VI. Chancellor's Business - David Fulton
- VII. Academic Affairs - Diane Roberts
- VIII. Enrollment Services - Ben Young
- IX. Old Business
- X. New Business
 - VOTE - See copies from March Meeting
 - Calendar Committee - Proposed Academic Year Calendar
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES

April 3, 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.; Blakefield, M.; Blakey, G.; Branstrator, P.; Brown, E.; Chandler, David; Clapp-Itnyre, A; Coble, T.; Dennis-Bay, L.; Dhawale, K.; Eagles, J.; Fell, M.; Folkerth, M.; Foos, M.; Fulton, D.; Goerss, B.; Hamilton, S.; Heffron, M.; Helton, E.; Henry, M.; Hicks, D.; Hufford, L.; Jayasuriya, K.; Lafuze, J.; Lemming, E.; Lemna, K.; Mahaffey, J.; Martin, M.L.; May, D.; Meyer, D.; Morse, M.; Osborne, R.; Osgood, T.; Pentz, M.; Pomper, M.; Rains, J.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Seddighin, M.; Shapiro, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Turk, E.; Veramallay, A.; Wagor, W.; Watkins, M.; Wilde, J.; Young, B.

Absent: Blake, J.; Carter, R.; Clark, Karen; Clark, Kevin; Corder, S.; Dempsey, K.; DeSantis, K.; Englert, L.; Fitzgerald, E.; Humphries, P.; Larger, M.; Ludlum Foos, C.; McCarty, J.; McFadden, S.; Nishihara, L.; Powell, M.; Roman-Royer, J.; Rankin, S.; Sundaram, D.S.; Thomas, T.; Tolley, R.; Weber, G.;

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 March 6, 2001, Faculty Senate Meeting. Randall Osborne so moved. Vandana Rao seconded. Peggy Branstrator noted some changes in V., Curriculum Committee, B., Revisions to Institutional Program Requirements. (B.The Draft Proposal for Revisions to the Institutional Program Requirements that was attached to the Minutes was reviewed. Peggy Branstrator said that she had checked the **current** Institutional Program Requirements and found that ~~in some instances only one course in the major field was required and in others there were no residency requirements~~ **IU East residency requirement is only one course in the major.** The Committee felt that there should be a minimum number of hours completed at IU East so that ~~a student would not transfer a lot of credits and take few courses at IU East and then graduate we could adequately assess learning objectives.)~~

III. President's Report – Susan Shapiro

A. Graduation

- President Shapiro passed out a sheet for faculty to sign if they were planning to attend the Graduation ceremony on May 11. She encouraged faculty to attend since it will be the first graduation that a Professor will be "turned into" an Emeritus Professor. Also, the IU East candidate for an IU Honorary Degree was approved by UFC and will be forwarded to the Board of Trustees for final approval.
- There will be a Senior Shindig on Thursday, May 10, after Commencement rehearsal, sponsored by the IUE Bookstore, Campus Life, and the Alumni Association. The party will be on the roof of the parking garage. Students are free, faculty will be charged \$5.
- Auditions for a student commencement speaker will be held Friday, April 13. Any student with a minimum GPA of 3.0 who is a December 2000, May, June or August degree graduate is eligible. Applications may be picked up in Campus Life, Switchboard or Alumni Association.

- There was discussion of a policy regarding who is eligible to go through the graduation ceremony. Diplomas are handed out to certified graduates, including the preceding December graduates. Summer graduates can participate in the ceremony but receive a blank diploma. Upon completion of coursework the student will receive the diploma.

B. UFC Items

- A P & T Document that allows for Lecturers and Senior Lecturers was voted on. Suzi Shapiro encouraged faculty to look at the document.
- A committee is being formed to look at how Distinguished Professors are selected. The current selection committee consists of Nursing, Medical and Dental faculty and most Distinguished Professors selected are from the Nursing, Dental and Medical Schools. There are no Distinguished Professors on any of the regional campuses. The UFC Agenda Committee will meet prior to the next meeting to discuss the situation and make their recommendation.
- Suzi Shapiro read a letter from President Brand in response to the IU East Faculty Resolution to extend in-state fees to students from Preble and Darke Counties in Ohio. The President thanked the IU East Faculty Senate for its proposal and indicated his support.
- Dan Ragan sent a memo about the annual meeting of faculty leaders on Higher Education on April 25. IU East is entitled to send three representatives and Suzi Shapiro asked faculty to let her know if they would like to attend. She said that she would be attending as well as Eleanor Turk, Walter Wagor, and Kris Dhawale.

IV. Student Leaders - Jeff Eagles, Tiffany Coble

- A. Tiffany Coble said this is Unity Week. Several events have been scheduled including Poetry Reading, a Community Outreach Day (Thursday) and a Habitat for Humanity Volunteer Day (Friday). The events are co sponsored through Campus Life and the Volunteer Action Center.
- B. The Student Recognition Dinner will be held on Friday, April 27, at Ramada Inn.
- C. Alyssa Clapp-Itnyre added that the Humanities Club would be having a book sale in Whitewater Lobby on Tuesday and Wednesday.

V. Faculty Committees

Nominating Committee - Mary Fell

- A. Mary Fell thanked faculty for responding to her request for Nominating Committee nominations. Ballots were distributed and faculty were asked to select four names to be on the slate. The Nominating Committee election will be held at the May meeting.
- B. Mary Fell said that an election would be held today to elect a representative to UFC. She added that Michael Foos, the current representative, has indicated that he would be willing to serve. She asked if there were any other nominations from the floor. Kris Dhawale moved the nomination be closed. Tom Osgood seconded. Michael Foos re-elected as UFC Representative.
- C. Mary Fell said the election of other Standing Committees would be conducted at the May meeting, based on faculty preference.
- D. Selection for the P & T Committee will be conducted at the May meeting in compliance with the new rules.

AAA Committee - Sherry Rankin

No Report

Budgetary Affairs - Mary Blakefield

Mary Blakefield noted that a Budget Priority List was attached with the Senate Minutes. She said the committee has talked with the Chancellor. The latest update on the Budget is that the House has approved a Budget and the Senate has approved a budget. If approved by the Trustees, the House Budget would show a \$50,000 deficit and the Senate budget would show a \$271,000 deficit. Both include

a 3% salary increase. The committee will discuss the budget priority list and then send it on to the Chancellor.

The Chancellor added that part of the revenue relies on tuition and the Trustees have not yet made a decision on a tuition increase. He is hopeful that the budget is determined by the end of April.

Curriculum – Lora Baldwin

- A. There was discussion about revisions to the Institutional Program Requirements. One revision (#2) included a degree related intensive writing course as an option to the writing requirement. Another revision (#10) includes that students demonstrate mathematical competence by completing a 3 credit hour, 100 level math course. . Dan Meyer offered a clarification that the exemption for high math ACT, SAT or AP or placement scores is determined by each division. Eleanor Turk asked if Math courses required of Nursing and Education students would meet the requirement in other areas. Diane Roberts said that Nursing students who take A110 would have to take an additional math course if they transferred to another program. Walter Wagor said the Institutional Program Requirements were the final components of the Writing Across the Curriculum requirements for graduation. Peggy Branstrator felt that requirements were courses completed early in the program. The Institutional Program Requirements are the cumulative requirements for a Baccalaureate Degree, but not for the Associate Degree. It was noted that, in #5, the minimum credit hours for Associates and Bachelor's was stated but the total credits required was not. There was an Amendment suggested for #2 - for a Baccalaureate Degree all students must complete a culminating writing experience in their major. Walter Wagor moved to accept the Revised Institutional Program Requirement for Degree Programs. Randall Osborne seconded. Revision approved.**
- B. The HFA Division brought forth, as an information item, a proposal to cross list L391, Literature for Young Adults with a graduate course, L553, Studies in Literature.
- C. As an information item, the HFA Division has approved a name change for the Department of "Speech Communication" to the Department of "Communication Studies."
Walter Wagor asked about bringing in a graduate level course without any kind of approval and added that he found out at the NCA meeting in Chicago over the weekend that, based on the NCA Handbook of Accreditation, IU East should not be offering more than 5 graduate courses. Kris Dhawale asked about a student who needed a graduate level course as an independent study. Diane Roberts said, legitimately, since we do not offer graduate degrees we should not be offering graduate courses. She suggested we ought to form some type of graduate council on campus to look at these cases, and the need to have faculty governance and oversight of such courses. Michael Foos asked that Curriculum Committee look into this. Joan Lafuze suggested that the Graduate faculty consider the issue and look to the university for guidance and/or meet with the Curriculum Committee. Joann Rains expressed her willingness to facilitate a meeting. Dennis Hicks said he had made a quick count and there were 8 graduate level courses offered in the Fall 2001 schedule. George Blakey suggested not moving forward with a doctoral program for a while.
- D. Lora Baldwin said the Curriculum Committee would be working on implementing and redefining the computer literacy requirements. They will hold open meetings and she asked faculty to let her know their thoughts and opinions.

Faculty Affairs – Vandana Rao

Voting Items

- A. Post Tenure Review (Circular E14-00).

The Revised Post Tenure Review Policy was reviewed by Walter Wagor. One addition clarified that dismissal policies are separate from post tenure review policies. There were two revisions to amendments in the by laws; one revision was a correction to a section reference and the other confines authority for decisions to the IU East campus. The revised Post Tenure Review Policy passed.

B. Proposed Dismissal Procedures Revisions (Circular E13-01)

Mike Foos explained that this document was designed to fit with the Post Tenure Review Policy that was passed in November 1999. Both policies were taken from IUPUI policies and modified to define the procedures to be followed on the IU East campus. Call for a vote. Dismissal procedures Revisions approved.

Discussion Items - To be voted on at the May 1 meeting

A. Circular E19-01 Quorum for Senate

Marty Pentz noted some brief changes in the current quorum policy. The change designates a 2/3 vote of Senate members attending the meeting needed for approval of Constitutional Amendments. Tom Osgood asked how proxy votes would be handled and added that he likes the change.

B. Circular E20-01 Faculty Affairs Committee

The proposed changes will remove the designated number for membership for the committee and include more involvement with P & T issues, not just academic affairs.

C. Circular E21-01 Senate Standing Committee Constitutional changes

The changes are "bookkeeping" attempts to get all Senate committee descriptions, responsibilities and material placed in the By Laws Section of the Constitution. Currently, committee descriptions are located in different places in the Constitution. Copies of the complete document will be placed in building lounges for faculty review.

D. Vandana Rao informed the faculty that the P&T policy would be a voting item at the May senate meeting. A new draft with changes based on feedback received would be sent by e-mail to all faculty possibly within the week. Faculty were encouraged to read and respond to the draft through e-mail and discussions.

Workload Committee - Edwina Helton

Edwina Helton announced that the Workload Committee had awarded Mary Fell reassigned time for Spring 2002 semester.

Faculty Board of Review - Lora Baldwin

A. Faculty Board of Review Bylaw Changes - T.J. Rivard asked for approval of the changes in the bylaws of the Faculty Board of Review that were presented for discussion at the March 6, 2001 Senate meeting. Walter Wagor noted that not all changes from "administrators" to "parties" had been made to those revised copies of Circular E12-01. T.J. Rivard said he was aware and would make the changes to the final document. Faculty Board of Review bylaw changes passed.

VI. Chancellor's Business - David Fulton

A. .The Chancellor reported that the Ohio Initiative had been discussed by the Trustees and they had some questions about the Budget. He added that President Brand is supportive of the initiative. The Chancellor said he expects it to pass.

B. The Chancellor said there would be discussion between Reid Hospital and IVTC as the Hospital prepares to move to its new site near the campus. Discussions will include the possibility of combining resources resulting in some aspects of a common campus including IVTC, IU East and the Hospital. (e.g. Common signs) IU East is considering the expansion of its Nursing program. The Childcare Center may have to be enlarged to serve all three centers. The Chancellor said that a total of approximately 6,000 employees and students could be served by programs offered through this collaboration.

- C. The second phase of a Chamber of Commerce survey of higher education development projects and needs of the economy, funded by the Economic Development Corporation, should be completed by the end of the summer.
- D. The Chancellor said that Eleanor Turk had asked him to announce there are curricular grants for international studies and encouraged faculty to apply.

President Shapiro noted that it was past the scheduled meeting time and asked for a motion to extend the meeting to complete the Agenda. Vandana Rao so moved. Seconded. Meeting extended.

VII. Academic Affairs – Diane Roberts

Vice Chancellor Roberts announced that, after three and a half years of delays, the Bachelor of Arts in Humanities had been approved. She thanked everyone who had worked on getting the changes through.

VIII. Enrollment Services - Dr. Benjamin Young

Dr. Young deferred his report in order to complete the vote on the proposed Academic Calendar.

IX. Old Business

None

X. New Business

Calendar Committee - Proposed Academic Year Calendar.

Dennis Hicks used the overhead to display the proposed calendar. He reviewed that there were no changes to the dates for the Summer Schedule(1a). In 2a the change to the Summer II, 10 week session, would move the start date to the same time as Summer I and end in Summer II(2a). He noted some pros and cons for the change. The cons included: Nursing students would be unable to take the Nursing biology class due to overlap of the classes; Summer I and II bills would be mailed at the same time and due at the same time; the earlier start would not allow students from other campuses to attend, nor could high school students attend to get early college courses, and public school teachers seeking re-certification credits; some adjuncts might not be available. The pro for the change would be to eliminate the confusion of three different starting sessions for classes. Dennis Hicks suggested leaving the calendar the same but re-naming the sessions to more easily identify them. Susan Shapiro called for a vote on the calendar. The vote to approve the current calendar for the next three years was approved. Walter Wagor asked if there was a quorum present for the vote. The President said, yes.

XI. Announcements

None

XII. Adjournment

By consensus, Senate meeting adjourned at 12:37 pm.

Following adjournment it was determined that there was not, in fact, a quorum at the time of the vote on the calendar, so the calendar would be re-voted at the beginning of the May meeting.