

**AGENDA**  
**IU EAST FACULTY SENATE RETREAT**  
**October 16, 2001**  
**Middlefork Hall 124**  
**11:00 am - 12:15 pm**

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Retreat, August 23, 2001
- III. President's Report - Susan Shapiro  
UFC Items  
Benefits - Dianne Chandler
- IV. Student Leaders Announcements
- V. Faculty Committees
  - A. Nominating Committee - Mary Fell  
Faculty Board of Review election
  - B. AAA Committee - Mary Blakefield  
Report - Mary Fell
  - C. Budgetary Affairs - Ed Fitzgerald  
No Report
  - D. Curriculum Committee - Alisa Clapp-Itnyre  
Policy for bringing courses from Master Course List (Circular E5-02)  
New Course Proposals  
JOUR J210 Visual Communication  
EDUC P506 Topical Workshops in Educational Psychology
  - E. Faculty Affairs - Vandana Rao  
Report: Clinical Ranks  
Policy Statements  
Implementation of Lecturer Ranks  
Bringing Faculty in with Tenure  
Religious Observances  
Report from UFC Representative
  - F. General Studies - Joan Lafuze  
Informational Items
  - G. Workload - Mort Seddighin
- VI. Chancellor's Business - David Fulton
- VII. Academic Affairs - Diane Roberts  
Report on Academic Officers Meeting
- VIII. Enrollment Services - Ben Young  
Enrollment Services Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST  
FACULTY SENATE MINUTES  
October 16, 2001  
Middlefork Hall Room 124  
11:00 am – 12:15 am

**Presiding: Susan J. Shapiro, President of Faculty Senate**

Present: Baldwin, L.; Bergen, M.; Blake, J.; Blakefield, M.; Branstrator, P.; Broadwell, A.; Brown, E.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Dempsey, K.; Dooley, D.; Eagles, J.; Fell, M.; Folkert, M.; Foos, C.; Foos, M.; Fulton, D.; Haley, C.; Heffron, M.; Helton, E.; Humphries, P.; Kirk, E.; Kriese, P.; Lafuze, J.; Lemming, E.; Lemna, K.; Mahaffey, J.; Malleus, R.; Mathew, G.; Matika, J.; May, D.; McFadden, S.; Meyer, D.; Morse, M.; Nishihara, L.; Passet, J.; Peacock, F.; Pentz, M.; Pomper, M.; Powell, M.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Slattery, E.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Young, B.

Absent: Armstead, S.; Carter, R.; Chandler, David; Clark, Kevin; DeSantis, K.; Dhawale, K.; Duncan, E.; Englert, L.; Fitzgerald, E.; Goerss, B.; Gray, G.; Hamilton, S.; Hufford, L.; Jayasuriya, K.; Larger, M.; Marschall, T.; Martin, M.L.; Maurer, J.; McCarty, J.; Osgood, T.; Rains, J.; Roman-Royer, J.; Scott, W.; Seddighin, M.; Stanforth, D.; Sundaram, D.S.; Thomas, T.; Turk, E.; West, D.;

I. Call to Order

Senate President Susan Shapiro called the meeting to order at 11:12 am.

II. Approval of Minutes

Marty Pentz moved to accept the August 23, 2001 Faculty Senate Retreat Minutes. T.J. Rivard seconded. Minutes approved.

III. President's Report – Susan Shapiro

A. Vice Chancellor for Enrollment Services - Dr. Benjamin Young

Dr. Young reviewed the update on Fall 2001 enrollment that was attached to the Senate Minutes. Student Headcount and Credit Hours numbers are up. IU East led the system in percentage increases in both areas. Actual enrollment (2,469) at IU East is the highest in the history of the institution. This includes the 93 Ohio students registered for Fall in the new Ohio Option program. Dr. Young noted that Marketing did a good job promoting IU East. He commended Division Chairs, faculty, and thanked people in the support areas whose teamwork contributed to the success of the registration effort. He added that it all starts with a sound academic program.

B. UFC Meetings

Suzi Shapiro reported that there have been two UFC Meetings since the Senate Retreat in August. One was President Brand's State of the University Address, the other was October 2, when UFC looked at Standing Committee issues and plans for the year. She, again, encouraged faculty to serve on UFC committees and reviewed some of the committees' areas of interest and responsibilities. UFC Committees are: (List attached)

- Affirmative Action Committee - Prepares report on the success of the University in minority and gender representation, tracks graduates, develops diversity plans across campuses
- Education Policy Committee - Cathy Foos, IU East Representative - Maintains Master Course Inventory and Student Information System, deals with Distributed Education systems
- External Relations Committee - Tracks state relationships and external issues

- Faculty Affairs Committee - Michael Foos, IU East Representative - Revision of P & T policies, faculty appointments and Clinical and Lecture Ranks
- Benefits Committee - Kumara Jayasuriya - IU East Representative - Will address the 18-20 plan relative to hiring new faculty, consult with Benefits Committee in discussions relating to benefit comparisons with other university systems
- Faculty Governance Committee - Marty Pentz, IU East Representative - Consider role of faculty in non traditional appointments
- Finance and Facilities Committee - No Representative from IU East -
- Library Committee - Lora Baldwin, IU East Representative - Looking at how Interlibrary Loan System will be integrated, new Web based catalog system and Distributed Education policies
- Student Affairs Committee - No IU East Representative - Review the Student Code of Conduct and Responsibilities, Student recruitment, and look at sweatshop operation in connection with University logo items
- Technologies Committee - Suzi Shapiro, IU East Liaison - Monitor IT Budget and Strategic Plan, Computer access policy, Develop policy for faculty email address distribution, enhance day to day computing needs
- University Planning Committee - No IU East Representative - Impact of Community College issues, growth of Administrative positions (administrative bloat)

#### Trustees vote on Domestic Partners Benefits

Suzi Shapiro reported that the Resolution on Domestic Partner Benefits was approved, in principal, and unanimously endorsed by the Trustees.

#### Discussion of Appropriate Release of Student Information

President Shapiro said that following the events of September 11th there has been a concern about how the University can maintain privacy and still allow the government to get information on a student. It was pointed out that IU South Bend has ties with a small college where English as a Second language is taught where one of the hijackers had attended.

Dan Meyer asked if there was anyone at IU East who is knowledgeable on privacy issues. Dennis Hicks or Dr. Young were mentioned. Dianne Chandler added that FERPA information is also on the Registrar's Website. Joan Lafuze commented that there are discrepancies between the IU East and IUPUI privacy policies and felt the University needed to have a consistent policy. Dianne Chandler said a new student and employee ID system will be implemented to replace the use of Social Security numbers. Faculty were reminded not to leave Social Security numbers on computer hard drives.

#### Dianne Chandler - Benefits Report

- a. Dianne Chandler reported that benefit changes for domestic partners and the issues involved, University Human Resources will be pulling together a plan that should be ready in about 4 - 6 months.
- b. Open Enrollment - Health, Accident, Tax Saver Benefits  
Dianne Chandler said it would be mandatory to re-enroll dependents this year due to new program choices available. Packets of information should be distributed within a week. Information forms will need to be completed for insurance vendors to review and determine that dependents qualify for coverage. A new plan, PPO Choice, is in the Sagamore Network which currently includes 116 doctors in the Richmond area that use Reid Hospital. A minimum of 30 people would need to enroll in the plan. Premiums will cost more and faculty members were encouraged to review past payments and options of other plans. She said there would be no changes in the Prescription plan or the Personal Accident Plans. There will be Open Meetings scheduled to answer questions about the new plans. Enrollment forms should be returned by November 14, 2001

#### Senate Meeting Dates

A list of Senate meeting dates for Fall 2001 and Spring 2002 was presented. Joan Lafuze moved to accept the meeting dates. Mary Fell seconded. Meeting dates approved. IU East Faculty Senate Meetings will be held in ML 124 from 11:00am - 12:15pm on the following dates: December 11, 2001; January 22, 2002; February 26, 2002; March 19, 2001; April 30, 2002; and, May 7, 2002.

President Shapiro reported that the November 13th UFC Meeting would be held on the IU East campus in the Community Room from 1:30 - 4:30 pm.

#### IV. Student Leaders - Jeff Eagles, Charlotte Haley

Jeff Eagles said other elected Student Leaders are - Tracy Hedrick, Katie Baldwin and Josh Bales. He reported that they had met with Chancellor Fulton. He added that Student Leaders will be working on student recruitment and will be visiting local College Fairs.

Charlotte Haley reported on the Student Book Exchange organized by Student Leaders that will be held December 12, 13, and 14. Charlotte explained that this is an opportunity for students to sell books for more than the book buy back rates and also will allow students to purchase used books for less than the Bookstore price. The Student Book Exchange will be completed before the time Book Buy Back representatives are on campus and should not interfere with their sales. Charlotte said students will be encouraged to take advantage of Student Book Exchange.

#### V. Faculty Senate Committee Reports

##### Nominating Committee - Mary Fell

- a. Mary Fell explained that for every 25 Adjuncts teaching, one Adjunct Representative can be elected to serve in Faculty Senate. However, this semester there was only one Adjunct volunteer, Frances Peacock. She was unanimously elected to serve as Adjunct Representative.
- b. Mary Fell presented the slate of nominees for Faculty Board of Review: Larry Englert, Kumara Jayisuriya, Kris Dhawale, and Sue McFadden. Ballots were distributed for the election of two new members to Faculty Board of Review. (Kumara Jayisuriya and Sue McFadden were elected.)

##### AAA Committee - Mary Fell, Co-Chair

- a. Mary Fell reported that the AAA Committee heard 4 suspension appeals. Three appeals were approved and one was denied.
- b. There was a proposal from Dr. Young to change the graduation procedure to not allow students to participate in the May graduation ceremony if they were planning to graduate in June or August. The Committee decided the procedure should remain as current practiced. Summer graduates will participate in the May Commencement Ceremony.

##### Budgetary Affairs - Ed Fitzgerald

No Report

##### Curriculum – Alisa Clapp-Itnyre

- a. Alisa Clapp-Itnyre presented two courses, moved and seconded by the Curriculum Committee, to be added to the IU East course list. The first course, JOUR J210 Visual Communications, presented by Jerome Mahaffey, would serve as a core course for students seeking a major in Journalism. The second course, EDUC P506, Topical Workshops in Educational Psychology, presented by Jerry Wilde, which has been taught as a graduate course would be cross listed and made available to undergraduates as a Psychology elective. Both courses approved. Walter Wagor asked why a graduate level course, EDUC P506, would be added since only a certain number of graduate courses are allowed each semester. Alisa responded that we are limited to offering a set number of graduate courses per semester, but we can have multiple graduate courses on our master course list.
- b. Alisa Clapp-Itnyre presented the new Curriculum Committee proposal for the IU East Policy for bringing courses from the Master Course List, Circular E5-02. She

explained the rationale. The forms to be completed were attached with the Minutes. A model framework would be developed for each course taught on the campus that would be used to determine if courses are comparable across the system. Divisions would determine comparability of courses.

Senate President, Suzi Shapiro, reported that Senate had lost a quorum and the meeting would be adjourned. Remaining Senate business would be continued until the next Senate Meeting, scheduled for November 6, 2001.

Meeting Adjourned at 12:20 pm