

**AGENDA**  
**IU EAST FACULTY SENATE**  
**November 6, 2001**  
**Middlefork Hall 124**  
**11:00 am - 12:15 pm**

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Meeting October 16, 2001
- III. President's Report - Susan Shapiro - 10 Minutes  
Report
- IV. Student Leaders Announcements - 5 Minutes  
Announcements
- V. Faculty Committees
  - A. Nominating Committee - Mary Fell  
No Report
  - B. AAA Committee - Mary Fell  
No Report
  - C. Budgetary Affairs - Ed Fitzgerald  
No Report
  - D. Curriculum Committee - Alisa Clapp-Itnyre - 15 Minutes  
Proposal for bringing courses from Master Course List (Circular E5-02)
  - E. Faculty Affairs - Michael Foos - 10 Minutes  
Policy - Procedures for Hiring With Tenure - Circular E8-02
  - F. General Studies - Joan Lafuze - 5 Minutes  
Report
  - G. Workload - Mort Seddighin - 5 Minutes  
Reassigned Time Report
- VI. Chancellor's Business - David Fulton - 10 Minutes
  - A. SMP Report
  - B. Review of Vice Chancellors Process
- VII. Academic Affairs - Diane Roberts  
Report
- VIII. Enrollment Services - Ben Young  
Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

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

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

Present: Baldwin, L.; Bales, J.; Blake, J.; Blakefield, M.; Branstrator, P.; Broadwell, A.; Brown, E.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Clark, Kevin; Dhawale, K.; Eagles, J.; Fell, M.; Folkerth, M.; Foos, C.; Foos, M.; Fulton, D.; Hamilton, S.; Hedrick, T.; Heffron, M.; Lafuze, J.; Lemming, E.; Mahaffey, J.; Malleus, R.; Mathew, G.; May, D.; McFadden, S.; Meyer, D.; Passet, J.; Pomper, M.; Rankin, S.; Sabine, N.; Shapiro, S.; Slattery, E.; Stolle, C.; Tolley, R.; Veramallay, A.; Watkins, M.; Wilde, J.;

Absent: Armstead, S.; Bergen, M.; Carter, R.; Chandler, David; Dempsey, K.; Duncan, E.; Englert, L.; Fitzgerald, E.; Goerss, B.; Gray, G.; Helton, E.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Kirk, E.; Kriese, P.; Larger, M.; Lemna, K.; Marschall, T.; Martin, M.L.; Maurer, J.; McCarty, J.; Morse, M.; Nishihara, L.; Osgood, T.; Peacock, F.; Pentz, M.; Powell, M.; Rains, J.; Rao, V.; Rivard, T.J.; Roberts, D.; Roman-Royer, J.; Scott, W.; Seddighin, M.; Stanforth, D.; Szopa, A.; Thomas, T.; Turk, E.; Wagor, W.; Weber, G.; West, D.; Young, B.

I. Call to Order

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

II. Approval of Minutes

Karen Clark moved to accept the October 16, 2001 Faculty Senate Retreat Minutes. Sherry Rankin seconded. Minutes approved.

III. President's Report – Susan Shapiro

- A. The UFC Meeting will be held at IU East next Tuesday, November 13. Suzi Shapiro noted that the Trustee's Resolution on Domestic Partner Benefits is attached to the October 16, 2001 Minutes.
- B. The President said she would like to start discussion in the Steering Committee and Agenda Committee meetings on the dissemination of information discussed at Senate Meetings. She said that in the past year, UFC Minutes were not available on the website and she felt it necessary to keep IU East faculty updated. She said the UFC Minutes will be posted in the future.

IV. Student Leaders - Jeff Eagles, Josh Bales, Tracy Hedrick

- A. Jeff Eagles said Student Leaders have set up a "Meeting With the Chancellor" today from 12:30 - 1:30, in Whitewater. There will be free pizza and an opportunity for students to talk with the Chancellor.
- B. Tracy Hedrick stressed the need for book orders to be placed by the October 1 deadline set by the Bookstore. If books are not ordered by the deadline, students are unable to take advantage of the book buy-back and used book programs. Joe Blake asked if it was still stated in the Faculty Handbook that faculty are responsible for setting the date for book order deadlines, in consultation with the Bookstore.

V. Faculty Senate Committee Reports

- A. Nominating Committee - Mary Fell  
No Report
- B. AAA Committee - Mary Fell  
No Report
- C. Budgetary Affairs Committees- Ed Fitzgerald  
No Report
- D. Curriculum Committee - Alisa Clapp-Itnyre

Alisa Clapp-Itnyre said that courses brought from the Master Course List must match the model framework developed for that course. Joe Blake asked who develops the model framework. It was explained that UFC creates the models from information gathered from the Academic Affairs Office. Michael Foos added that faculty who teach the course confer about what should be in the course. He pointed out that the explanation of a model framework is defined in the "Note" section of the policy for bringing courses from the Master Course list. Mary Fell questioned whether the framework is geared toward the teaching methods used in the course or the course content. The methods were explained as lab courses, distance ed, lecture, etc. The Curriculum Committee included a form attached to the Agenda to be completed when bringing a course from the Master List - Circular E5-02. Call for a vote. The policy for bringing courses from the Master Course List approved as distributed.

E. Faculty Affairs Committee - Michael Foos

Michael Foos reported that Faculty Affairs is working on a policy for hiring with Tenure but the draft has not yet been approved. He explained that IU East rarely hires new faculty with tenure, but the committee felt there should be something in place to provide for divisional input when hiring with tenure might be an issue. The policy will be presented for a vote at the next Senate Meeting. Mike Foos asked for suggestions. Joe Blake suggested changing "departmental" to "divisional". There was a question if the process could be circumvented by an administrator. Chancellor Fulton noted that Tenure is decided by the Trustees. Mary Fell felt that there was a difference in the application "package" as explained in #1 and in #5. Typical P & T documents are lengthy but people coming in would meet with the committee instead of presenting a long dossier. It was also suggested that the brackets in 5-b, be removed. There were questions as to when the candidate should indicate they wanted tenure. The Chancellor stated that when we hire academic administrators the issue of appointment with tenure must be addressed and understandings reached before any discussion occurs with the candidate. And that is because it is a frequent practice to hire Vice Chancellors or Deans/Chairs with tenure. In other incidences where a preferred candidate has credentials worthy of tenure the issue must be addressed as soon as it arises among the search committee, Vice Chancellor's office and the relevant division. It is unusual for someone to come in with tenure, but this policy would be helpful. All information would need to be together and presented to the Trustees. There were time frame concerns for searches conducted during the summer when fewer faculty would be on campus, or searches going on at all times of the year that would make it difficult for the P & T Committee to get all the information. Michael Foos and the Faculty Affairs Committee will work on the comments and suggestions.

F. General Studies Committee - Joan Lafuze

Joan Lafuze acknowledged the guidance of Eleanor Turk with this new committee. She reminded faculty that the General Studies Committee is the faculty group responsible for the General Studies Division. In addition, she reported that Cherie Dolehanty has been added to the committee. Joan Lafuze asked for input and comments from faculty.

G. Workload - Mort Seddighin

It was reported that the committee was designing a Workload Profile. The Chair has been in contact with other institutions to learn how they deal with workload issues.

VI. Chancellor's Business - David Fulton

- A. The Chancellor asked Senate members to look at all the artwork around the building and congratulated Tom Thomas and the HFA Division for their efforts with the Whitewater Art Show.
- B. Several IU East faculty members attended the Multicultural affairs meetings recently in Kokomo. Neil Sabine and Tim Williams will be getting those who participated this year or last year together to continue the discussion.
- C. The Chancellor announced that the Board of Trustees approved the Post Tenure Review document. IU East is the 4th campus to have the process in place.

- D. Three Vice Chancellors will be undergoing their 5-year reviews this year. Two committees have been appointed and the third committee will be appointed next semester. Two committees will make their reports in March, the third committee will be report during the summer. Committees will look at the perception of how things are going in each Vice Chancellor's Department. Faculty were urged to participate in the discussions.
- E. Issues recommended by the SMP core committee have a high priority and will be listed in Eastword. The Chancellor thanked all who are serving on the SMP committees

VII. Academic Affairs - Diane Roberts

The Vice Chancellor is attending a Chamber of Commerce Retreat. She has been appointed Chair of the Economic Development Corporation Board.

VIII. Enrollment Services - Ben Young

No Report

IX. Announcements

Suzi Shapiro announced that the TLC Advisory Board will meet at 10:00 on Wednesday, November 7. She encouraged faculty to attend or send their ideas for workshops and suggestions how the TLC can better serve the campus. She recommended that faculty check out software on the computers before using it in classes and added that TLC personnel will also be willing to check it out.

Dianne Chandler - United Way and Benefits Report

- a. Dianne Chandler thanked everyone who contributed to United Way and said she welcomes additional donations. There will be a drawing for prizes before Thanksgiving.
- b. Open Enrollment  
Dianne Chandler reminded faculty of new program choices available this year that the need to re-enroll dependents. A new plan, PPO Choice, includes doctors in the Richmond area that use Reid Hospital. A minimum of 30 people would need to enroll in the plan. She said there would be no changes in the Prescription plan or the Personal Accident Plans. An Open Meeting with University Benefits representatives is scheduled on Thursday, November 8th. Enrollment forms should be returned to the Human Resources Office by November 14, 2001. They will check to make certain the forms are completed correctly and then forward them to Bloomington.  
Cathy Ludlum Foos invited faculty to an IU Service Associates Open House on Thursday, November 13, in Hayes Hall Lounge from 11:00-12:30. Representatives will be reporting on Service Learning, Community Outreach, Community Research, and Community Based Research.

X. Adjournment

Suzi Shapiro moved to adjourn. Meeting Adjourned at 12:20 pm