

AGENDA
IU EAST FACULTY SENATE
August 22, 2002
Vivian Auditorium Whitewater Hall
8:30am – Coffee, Muffins, Bagels
9:00 am - 10:15 pm – Senate Meeting

- I. Call to Order – Vandana Rao
- II. Approval of Minutes of Faculty Senate Meetings, April 30, May 7, 2002
- III. President's Report – Vandana Rao
 - A. Approval of Senate Meeting Dates 2002-03
 - B. Retreat schedule
 - C. Vice Chancellor Reviews
 - D. UFC Committees
 - E. End of Year Reports
 - AAA Committee – Mary Blakefield
 - Budgetary Affairs – Ed Fitzgerald
 - Curriculum Committee – Alyssa Clapp-Itnyre
 - Faculty Affairs – Michael Foos
 - General Studies – Joan Lafuze
 - Workload – Mort Seddighin
 - Nominating Committee – Mary Fell
 - Faculty Board of Review – Slate Selection, Replacement Member
- IV. Chancellor's Remarks
- V. Academic Affairs - Diane Roberts
 - Introduction of New Faculty
- VI. Enrollment Services - Ben Young
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

10:15 – 10:45am - Break - Hike, Games, Photography

10:45 – Noon - Vivian Auditorium - Discussion of University Reports

Noon - Lunch at Quaker Hill Conference Center

2:30 – 3:30pm - Workshops/Discussion Groups - IU East

INDIANA UNIVERSITY EAST
FACULTY SENATE RETREAT MINUTES
August 22, 2002

Vivian Auditorium – Whitewater Hall
9:00 am – 12 pm

Presiding: Vandana Rao, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Bergen, M.; Blakefield, M.; Branstrator, P.; Braxton Brown, G.; Brown, E.; Bullock, D.; Carter, R.; Chandler, David; Chandler, Dianne; Clapp-Itnyre, A.; Clark, Karen; Clark, Kevin; Curry, M.; Dempsey, K.; Doerger, D.; Dooley, D.; Englert, L.; Evans, M.; Fell, M.; Folkerth, M.; Foos, M.; Fulton, D.; Hamilton, S.; Harrison, M.; Helton, E.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Jerzak, P.; Kirk, B.; Lafuze, J.; Lemming, E.; Ludlum Foos, K.; Mahaffey, J.; Malleus, R.; Marschall, T.; Martin, M.L.; Maurer, J.; May, D.; McFadden, S.; Meyer, D.; Morse, M.; Nishihara, L.; Osgood, T.; Passet, J.; Peacock, F.; Pentz, M.; Pomper, M.; Powell, M.; Ramsey, R.; Rankin, S.; Rao, V.; Rincon, L.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Seddighin, M.; Shapiro, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Turk, E.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Williamson, M.; Young, B.

Absent:

Baker, D.; Dhawale, K.; Fitzgerald, E.; Gray, G.; Harrison, M.; Kreamelmeyer, K.; Kriese, P.; Roman-Royer, J.; Slattery, E.; Thomas, T.; Tolley, R.

I. Call to Order

Senate President Vandana Rao called the meeting to order at 9:10 am.

II. Approval of Minutes of Faculty Senate Meetings, April 30 and May 7, 2002

Senate President asked for approval of the minutes. Larry Englert moved to approve the Minutes of April 30 and May 7, 2002 Faculty Senate Meetings. Tom Osgood seconded. Minutes approved

III. President's Report – Vandana Rao

A. Senate President Vandana Rao asked for approval of the proposed dates for Faculty Senate Meetings for the 2002-03 Academic year which were attached to the Minutes. Ron Carter so moved. Ashton Veramallay seconded. Senate Meeting dates for 2002-03 approved.

B. Retreat Schedule - Senate President Vandana Rao reviewed the schedule for the Faculty Senate Retreat and commented that the main order of business would be discussion of reports which were in the packets Senate members received in their mailboxes. These include, NCHEMS, Miller Report, I.U.E. Image Summary, NSSE Report, SMP, ICN course listings, and, IVTC/IUE course equivalencies.

C. The President thanked Michael Foos who has agreed to serve as Parliamentarian for the Senate this year and also agreed to put together an updated Academic Handbook.

D. The President introduced Vice Chancellor for Academic Affairs, Diane Roberts, who welcomed back Faculty members and introduced new Faculty members, and Faculty who were in different positions, for the coming year.

Greg Braxton-Brown – Professor of Management and Chair of the Business and Economics Division

Denise Bullock – Assistant Professor of Sociology

Dan Doerger – Assistant Professor of Education and Beginning Teacher Mentor

Margaret Thomas Evans – Lecturer in Writing

Page Jerzak – Assistant Professor of Psychology

Robert Ramsey – Lecturer in Criminal Justice

Luz Mary Rincon – Lecturer in Foreign Language

Rich Malleus – Returning as Lecturer in Speech/Communications

Judy Maurer – Returning as Lecturer in Education

Frances Peacock – in a new position – Lecturer in Writing

Karen Clark – Interim Dean of Nursing

Melanie Harrison – Nursing faculty
Wendy Chang – Lecturer in Business & Economics and Vice Chancellor
for Information Technology
The Troika – Chairing the Behavioral and Social Science Division – Ed Brown,
Anne Szopa, and Walter Wagor
She welcomed the new Faculty with boxes of chalk.

The Vice Chancellor then thanked Faculty members who had volunteered to serve on UFC Committees during the coming year.

- E. President Rao said that Summary Reports of the Reviews of Vice Chancellors Diane Roberts and Ben Young had been distributed to Chairs of Standing Committees. Anyone wishing to see the Summaries should contact the Committee Chairs. She commented that the Reviews were constructive and thanked Faculty who participated in the process.
- F. Faculty Senate Standing Committees End of Year Reports

AAA Committee-Mary Fell

Mary Fell thanked committee members – Marcus Pomper, Deb May and Mary Blakefield. She reported that the committee met to review two student appeals for reinstatement and one grade appeal. Also, Vice Chancellor Young had asked the committee to review graduation participation. In April the committee received a charge from the President regarding at what point students would be referred to the community college. Discussion on this issue was postponed until the 2002-03 academic year.

Nominating Committee – Mary Fell

Mary Fell thanked committee members Betty Goerss and Michael Foos who also helped with elections of Senate Committees. Some changes in Senate elections were reviewed.

- The P & T election will be held in April.
- A new system of tabulation of votes, by simple vote majority, was instituted, since the “ranking” of candidates in elections created some problems.
- Policy of Standing Committee member terms (Circular E10-02)
- It has been determined that there would be one adjunct representative to Faculty Senate for every 25 adjunct faculty members. It was pointed out that sometimes these elections have not taken place.
- The Senate President serves a 2 year term.
- The lack of an updated Academic Handbook needs to be addressed. The Handbook has been “under construction” and regulations have changed over the years. There should be a system in place to ensure that changes voted on in Faculty Senate are added to the Handbook.

Mary Fell announced two elections. There was an election conducted to replace one member on the Faculty Board of Review, due to the departure of Joanne Rains. The replacement member will serve until December. (Anne Szopa elected)

A vote on slate selection for Faculty Board of Review election in October was conducted. Six members are required for the slate, with three members to be elected. A person cannot serve on the Faculty Board of Review within 3 years of previous service. Tom Osgood asked that his name be removed from both elections.

Nominating Committee – Mary Fell

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- The P & T election will be held in April.
- A new system of tabulation of votes, by simple vote majority, was instituted, since the “ranking” of candidates in elections created some problems.
- Policy of Standing Committee member replacement was passed (Circular E10-02)

Concerns:

- It has been determined that there would be one adjunct representative to Faculty Senate for every 25 adjunct faculty members. It was pointed out that sometimes these elections have not taken place and that there has been little interest or incentive for adjuncts to serve.
- It was suggested the Senate President serve a 2 year term.
- The lack of an updated Academic Handbook needs to be addressed. The Handbook has been “under construction” and regulations have changed over the years. There

should be a system in place to ensure that changes voted on in Faculty Senate are added to the Handbook.

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Budgetary Affairs Committee – Jerry Wilde

Jerry Wilde reported that the focus of the committee was working on the Budget with Dan Dooley. The primary goal was to develop a plan to increase salaries to 60% of peer institutions.

Curriculum Committee – Alyssa Clapp-Itnyre

Committee members, Sheila Armstead, Kathleen Kreamelemeyer and Peggy Branstrator were thanked. It was reported that the Committee wrote and passed a policy for bringing courses from the Master Course List (E15-02). A Technical Writing degree is pending. Peggy Branstrator was thanked for her help in recognizing items to be addressed in the development of a new Math curriculum and advising issues involved with the change of course requirements.

Faculty Affairs Committee – Michael Foos

Michael Foos thanked committee members Greg Weber, Marty Pentz, Walter Wagor Vandana Rao and Marilyn Watkins. He added that it was a busy committee, meeting 11 times during the year. Some of the items addressed included: A policy for hiring with Tenure(E8-02); a Constitutional Amendment relating to the timing of election of Standing Committees and election of Committee Chairs; a Religious Observance Policy(E9-02) was passed, as was a Conflict of Interest Policy(E12-02); There was discussion of Clinical Ranks and how it related to the University Policy passed for Lecturer and Clinical Ranks.

General Studies Committee – Joan Lafuze

Joan Lafuze said that since it was a new committee, this year was a learning experience. She explained that Mort Seddighin served as Math consultant; Sue McFadden tracked materials; Neil Sabine helped everyone stay on track; and, Emily Lemming did an excellent job as recorder. Minutes of the Committee meetings are available from Bob Lang's office. Eleanor Turk was instrumental in moving the Committee from an Administrative Committee to a Faculty Senate Committee, since General Studies is a Division. Joan Lafuze reported some of the first item the Committee addressed was what the Committee is about. She met with several people on other campuses which helped the Committee better understand its role. The Committee also met with Vice Chancellor Roberts regarding approval of courses. Dr. Lafuze added that 5 portfolios were turned in to receive credit for life experiences. She also added that there are two new members on the Committee – Alyssa Clapp-Itnyre and Suzi Shapiro.

Workload Committee – Mort Seddighin

Mort Seddighin thanked David Chandler for creating the questionnaire and tabulating the data for the Committee report. He explained the charge of the Committee which is to examine applications for reassigned time; revise the workload form; stating the criteria for reassigned time; address AAC issues; and, Division Chair's workload.

IV. Enrollment Services – Ben Young

Vice Chancellor Young noted it was good to see so many new faces this year.

He announced that enrollment figures look incredibly good and should exceed last year. He stated that IU East faculty provided a good “product” and told new faculty that if they needed anything to help students to contact Enrollment Services.

The Vice Chancellor added that there are revised guidelines for Handicapped Parking. This may result in more stickers than there are Handicapped parking spaces. Persons needing Handicapped Parking stickers should contact the Student Services Office.

V. Chancellor's Remarks – David Fulton

Chancellor Fulton welcomed everyone back. He noted that a lot had been accomplished during the last year - and some of the issues will be covered further during the discussion periods set up later in the Retreat.

He commented that the Legislature, which was at odds in addressing the financial situation in May, has resolved some of its problems to meet the financial problems by adjusting corporate and property tax structures. However revenue reports show less money coming in due to a slowdown in the Indiana economy. He said Education will play a role in the well being of the state by continuing fiscal restraint. Special tuition increases for all campuses were approved by the Trustees during a summer meeting, taking effect for Fall semester 2003. First year students entering the Bloomington campus will be charged an additional \$1,000, at Indianapolis \$800, and at the regional campuses \$500. For the regional campuses this additional tuition charge will be paid per credit hour and will continue to be assessed for new students for a seven year period at which point the total increase will be applied to all students. The Chancellor added that a budget priority for the 2003-04 year will be raising faculty salaries. He said that these special increases in tuition could go toward meeting the increases in faculty salaries in order to attract and retain qualified faculty. He thanked everyone for their help in meeting these problems.

The Chancellor said he had attended the "President's Advance" where the goals were set for the year:

- Continued effort to improve undergraduate education;
- Increase University involvement with the state;
- The P-16 initiative – for post secondary and K-12 education;
- Research - encouraging growth of business;
- University set of goals;
- Revenue enhancement

The Chancellor announced that grant money to enhance international elements of the curriculum and to sponsor visiting scholars on international subjects is available.

Chancellor Fulton added that a review of the Chancellor is to be conducted this year and that President Brand will share information on that process soon.

IX Old Business
None

X. New Business
Ron Carter suggested that the Faculty Senate Retreat be called an Advance.

XI Announcements
Cathy Ludlum Foos said that the TLC has added Service Learning print resources. A new website with links to courses should be in place next week. Students will be able to submit new content to the website and check that information is accurate. Cathy said she would like to do a featured class segment on the web.

Lynn Hufford reported that the Library had lost 3 of its 4 work study students and also a full time employee. As a result, there will be no week-end hours during the first semester.

Alyssa Clapp Itnyre reported that the Humanities Club went to Stratford this summer. The group had a good time and she would like to see non HFA students participate in these activities.

Wendy Chang said that a major project in the IT Department is the move to a new exchange server using Outlook. The project should be completed by the middle of next week. There will be training sessions offered for the new system.

Suzi Shapiro noted that materials with schedules of TLC workshops will be available at the back of the Auditorium. She added that she will email instructions for Oncourse information which can be added to class syllabi.

Mary Folkerth announced a Nursing program on September 13th about perinatal learning and cultural diversity.

Walter Wagor said there were "Enhancing Liberal Arts" fliers explaining IU East and community activities for "mindful explorations" available to hand out to students.

XII. Break
Larry Englert moved for a break. Seconded 10:30am

Discussion of Packet of Reports - 11:00am

Chancellor Fulton commented that the information in the reports lets us know more about ourselves, more about the needs of the community, and more about what the community and students think of IU East. He suggested that faculty be divided into seven groups to discuss the issues addressed in the NCHEMS Report – which relate to the rationale and feasibility of an integrated learning system for Richmond-Wayne County. Each group was instructed to select a facilitator and recorder. Then, following lunch, the groups will report on their suggestions and comments which might be incorporated into educational goals for the county to improve performance in K-12 and/or also used by the Chamber of Commerce in setting its goals. The seven areas include: analyze implications for postsecondary education demand of current and potential development in the region; examine gaps between current and potential future demand for post secondary education in Richmond-Wayne County; identify alternatives for meeting needs of students, employers and community through use of existing resources (i.e, IU East, Earlham, IVTC); identify barriers to developing an integrated learning system; develop alternatives and strategies to overcome barriers; pay attention to short term need of employers and broader educational issues; and, practical policy alternatives to move Richmond-Wayne County toward the goal of an integrated learning system. The groups met and then departed for Quaker Hill about 12:00. Reports of their discussions followed lunch at the Quaker Hill Conference Center.