

**AGENDA**  
**IU EAST FACULTY SENATE**  
**August 23, 2007**  
**Holiday Inn Richmond**  
**2:00 – 3:00 pm**

- I. Approval of minutes—Faculty Senate meeting of May 1, 2007
  - II. **Voting Item:** Meeting Dates for 2007/08 (Cir. E03-08)
  - III. President's report (Cir. E04-08) and charges to committees (Cir. E05-08)
  - IV. Standing Committee Reports (2006/07) (Cir. E04-08)
    - A. AAA Committee – Michele Curry
    - B. Athletics Committee – Neil Sabine
    - C. Budgetary Affairs Committee – Marilyn Watkins and Mort Seddighin
    - D. Curriculum Committee – Greg Weber
    - E. Faculty Affairs Committee – Laverne Nishihara
    - F. Nominating Committee – Beth Slattery
    - G. Workload Committee – Jerome Mahaffey
  - V. Nominating Committee (Greg Barton) – **Voting Items**
    - A. Slate Selection for Faculty Board of Review
    - B. Slate Selection for Review Board for Grievances and Misconduct
    - C. Election to fill vacancies on P&T and LLTCRC
  - VI. Academic Calendar (Larry Richards) – **Voting Item**  
Academic Calendar 2008/09 (Cir. E06-08; Related Document Cir. E27-04)
  - VII. Chancellor's Report—Chancellor Paydar
  - VIII. Academic Affairs Report—Vice Chancellor Richards
  - IX. New Business
- Adjourn 3:00 P.M.

**INDIANA UNIVERSITY EAST  
2006-07 FACULTY SENATE  
May 1, 2007  
Whitewater Hall – 132  
11:00AM**

**Presiding:** Markus Pomper, Faculty Senate President

*Present:* Armstead, S.; Baldwin, L.; Barton, G.; Battraw, J.; Baumann, P.; Beck, V.; Blakefield, M.; Bow, C.; Braxton-Brown, G.; Buckner, B.; Bullock, D.; Chang, W.; Clark, K.; Cooksey, A.; Desantis, K.; Doerger, D.; Fell, M.; Felton, K.; Folkerth, M.; Foos, M.; Frantz, D.; Fulton, D.; Harper, J.; Helton, E.; Henderson, T.; Huffman, E.; Jayasuriya, K.; Kirk, B.; Kriese, P.; Lafuze, J.; Lemming, E.; Ludlum Foos, C.; Lundy, D.; Mahaffey, J.; McFadden, B.; McFadden, S.; Meadow, L.; Morse, M.; Naaeke, A.; Nishihara, L.; Passet, J.; Peacock, F.; Pomper, M.; Ramsey, R.; Rankin, S.; Rao, V.; Rivard, T.; Roswell, R.; Sabine, N.; Seddighin, M.; Shapiro, S.; Simon, J.; Slattery, E.; Stolle, C.; Thomas-Evans, M.; Tolley, R.; Watkins, M.; Weber, G.; Williamson, M.; Winburn, E.

*Absent:* Baker, D.; Bergen, M.; Bingaman, R.; Boys, S.; Branstrator, P.; Breymier, T.; Clapp-Itnyre, A.; Connerly, P.; Curry, M.; Dempsey, K.; Dhawale, K.; Fitzgerald, E.; Humphries, P.; Knuths, J.; Kreamelmeyer, K.; Osgood, T.; Richards, L.; Roberts, M.; Scales, T.; Scott, W.; Stanforth, D.; Thomas, T.; Wilde, J.

*Purdue:* Strate, M.

*Guests:* Dan Dooley, *Director of Finance & Physical Facilities*; Dennis Hicks, *Registrar*

**Call to order**

Quorum was reached and the meeting was called to order at 11am by Markus Pomper, Faculty Senate President.

**I. Executive Session – May Graduate Tentative List (Cir E30-07)**

The Registrar indicated one change with the addition of a Minor. One question was raised about the title of a degree being given to a Business student. The Registrar and Division Chair will verify the title of the degree.

A motion to approve the proposed graduates as amended passed without opposition.

Note: A copy of the list as amended is on file with the Senate Secretary.

**II. Approval of Minutes**

A motion to accept the minutes for the April 3, 2007 meeting was presented. The minutes were approved as presented.

A motion to accept the minutes for the April 17, 2007 Special meeting was presented. The minutes were approved as presented.

**III. President Report**

The Senate offered their thanks to Mandy Hoadley for serving as Senate Secretary for another year.

**IV. Motion to Suspend Rules**

Beth Slattery moved to suspend the rules to discuss the addition of a candidate to the P&T Committee Slate. The motion was seconded. The motion passed without opposition.

Kris Dhawale has requested to be considered for the P&T Committee. A motion to add Kris to the slate was made and seconded. The motion passed without opposition.

**V. Standing Committees**

**A. Nominating Committee – Beth Slattery**

Beth Slattery distributed lists for Standing Committees.

AAA: continuing members – Michele Curry (NURS), Frances Peacock (HFA); proposed members – Lora Baldwin (LIB), David Frantz (BUS), Julien Simon (HFA), Emily Winburn (LIB), Walt Scott (NSM) – one year appointment. Nominations from the floor were requested. Cheryl Stolle (EDU) was added and Emily Winburn (LIB) requested to be stricken. The motion to accept the committee as amended passed without opposition.

BAC: continuing members – Kelly Dempsey (NURS), Vandana Rao (BUS), Marilyn Watkins (EDU); proposed members – Cathy Foos (HFA), Emily Winburn (LIB). One addition was noted – Susie Shapiro (BSS). NSM's representative will be announced at a later date. The motion to accept the committee as amended passed without opposition.

Curriculum Committee: continuing members – Mary Ann Morse (EDU), Bob Ramsey (BSS); proposed members – Brenda Buckner (EDU), Jean Harper (HFA), Jennifer Knuths (EDU), Susan Shapiro (BSS), Ron Bingaman (NSM) – one year appointment. Nominations were requested from the floor. Mort Seddighin requested his name be added to the slate. Senate voted by ballot. Results will be announced at the next meeting.

Faculty Affairs Committee: continuing members – Sherry Rankin (NURS), TJ Rivard (HFA); proposed members: Denise Bullock (BSS), Mary Fell (HFA), Laverne Nishihara (HFA), Mort Seddighin (NSM) – one year appointment. Nominations were requested from the floor. Emily Winburn was added. The motion to accept the committee as amended passed without opposition.

The following committees were selected by ballot. Additional nominations were requested from the floor but none were made. Results will be announced at the next meeting.

Athletics Committee: continuing members – Sheila Armstead, Neil Sabine.

P&T Committee: continuing members – Neil Sabine, Marilyn Watkins, Edwina Helton. Kris Dhawale was added to the ballot.

Nominating Committee: continuing members – Neil Sabine, Greg Barton.

Senior LLTCC: continuing members – Edwina Helton, Michele Curry, Rob Tolley. The following corrections were made to the ballot. Sheila Armstead is a Clinical Assistant Professor; Michele Curry is a Senior Lecturer; Rob Tolley is a Senior Lecturer.

**B. Agenda Committee – Neil Sabine**

Resolution for Funding and Coordination of Learning Communities (Cir E31-07) comes moved and seconded from the Agenda Committee. The resolution states our support of the Learning Communities. It asks the Administration to fund the communities, as well as, a director for the program.

Discussion:

This is irregular for the Senate to do this for this program when we haven't for other programs.

The thought behind it was we already have funds behind the program we just want to see them continue.

While some faculty were in support of the Learning Communities they saw it unwise to commit funds at this time when we don't know what other programs are likely to come in the next 1-3 years that will also need funding.

Seems highly irregular to ask the Administration to reallocate money from a budget that isn't a faculty budget. If we are going to do it more information was requested as to "why \$10,000?", "what's it going to be spent on?", "is the director's reassigned time included in that budget or is it additional?" The resolution does not state where the money will come from

(it currently comes from Student Activities). The director funds would be above and beyond the \$10,000.

The faculty believe the resolution is vague. The Chancellor indicated the Administration fully supports the Learning Communities. It was recommended we not spend more time on the topic.

It was recommended we vote the resolution down. There was a motion to call the question.

The motion to support the resolution as presented in Circular E31-07 was defeated.

**C. AAA Committee – Lora Baldwin**

There were two written appeals the committee made recommendations on. The committee has decided to add a third opportunity for students to make appeals to benefit students who want to take summer courses. They are reviewing the admissions policy. They are also working with Cheryl Stafford and recommendations from Noel Levitz to revise the letters sent to students regarding suspensions in hopes of bringing some clarification. They are also talking about creating an intervention that students would be required take once they've been placed on academic probation so they understand the consequences of it.

**D. Budgetary Affairs – Marilyn Watkins**

Larry Richards came to a BAC meeting to offer feedback on the faculty positions in questions. There are five positions in question. The money for these positions are not in the budget. They are still active faculty lines. If a position becomes vacant or funds become available all of the positions come back under review for consideration.

Clarification was requested to confirm that “frozen” is not really accurate. Marilyn confirmed that “frozen” is not the accurate term.

**E. FAC – Laverne Nishihara**

FAC was asked for a list of recommendations and possible repercussions regarding IUE transferring to Schools or Colleges rather than remaining Divisions. (Circular E32-07) There is not one process to follow in converting to Schools or Colleges across the University. The committee could recommend converting to schools but there is an informal policy according to Ken Gross-Lewis that there be at least 12 full-time faculty members to be eligible for the change. The committee could recommend converting to Colleges but they would like some additional information regarding the process before that recommendation is made.

FAC was asked to exam the constitution of IUE and other IU campus regarding the definition of schools. Schools as defined by the constitutions seem to be like schools found at IUPUI and Bloomington. Schools on the regional campuses there is an informal practice of defining schools more as we define Divisions at IUE. None of the regional campuses seem to have changed their constitutions or bylaws before converting to schools. They seem to be treating Schools as we treat Divisions – more of a name change only.

Possible repercussions: if you read the constitution one way it may be possible for breakaway schools to not seek campus approvals for things like curriculum changes, P&T guidelines, admissions, etc. However, this has not happened on other regional campuses. Some concerns have been raised about there being an extra layer of administration created if we convert from Chairs to Deans or Deans in addition to Chairs. As well as, the extra added expense if Chairs are converted to Deans.

**VI. Chancellor's Report**

The Legislature finished its work. The final decision as far as Higher Education is concerned that came from the Conference Committee came out higher than what came out of both the Senate and the House. The Conference added money – even more than what was added by the Governor. IUE will see an annual increase of 3.5% in the first year and 4.1% in the second year. This is substantially more than what we expected. We are receiving enrollment change money, the regular inflation increase and we also received an equity adjustment. They are changing the way they provide funding; moving toward performance based funding. The more you graduate the more

money you receive and we receive money for on time completions (4-year graduates). The Chancellor will be calling another Executive Council meeting to discuss this new resolution.

The Trustees have not set tuition yet so we do not know that revenue side. The Chancellor hopes BAC will be around for another month to be able to contribute to those discussions.

**VII. Academic Affairs Report**

None.

**VIII. Old Business**

None.

**IX. New Business**

None.

**Adjourned 11:45 a.m.**

<b>NAME</b>	<b>STATUS</b>	<b>Rank</b>	<b>Division</b>	
Armstead	Sheila	N-T	Clin. Assist. Prof.	BEHAV/SOC SCI
Baker	Diane	N-T	Lecturer	NURS
Baldwin	Lora	Ten	Assoc. Librarian	LIBRARY
Barton	Gregory	T-Trk	Assist. Prof.	HUM/FINA
Battraw	Judith	T-Trk	Assist. Prof.	EDUC
Baumann	Paula	N-T	Lecturer	NURS
Beach	Dale	T-Trk	Assist. Prof.	NAT SCI/MATH
Beck	Victoria	T-Trk	Assist. Prof.	BEHAV/SOC SCI
Bergen	Mardi	N-T	Sr. Lecturer	HUM/FINA
Bingaman	Ronald	N-T	Lecturer	NAT SCI/MATH
Bow	Curtis	N-T	Lecturer	NURS
Branstrator	Peg	N-T	Sr. Lecturer	NAT SCI/MATH
Braxton-Brown	Greg	Ten	Professor	BUS/ECON
Breymier	Tonya	N-T	Lecturer	NURS
Buckner	Brenda	T-Trk	Assist. Prof.	EDUC
Bullock	Denise	T-Trk	Assist. Prof.	BEHAV/SOC SCI
Clapp-Itnyre	Alisa	Ten	Assoc. Prof.	HUM/FINA
Clark	Karen	T-Trk	Assist. Prof.	NURS
Cooksey	Ange	N-T	Lecturer	HUM/FINA
Curry	Michelle	N-T	Sr. Lecturer	NURS
Dempsey	Kelly	N-T	Clin. Assist. Prof.	NURS
DeSantis	Kimberly	N-T	Lecturer	NURS
Dhawale	Kris	Ten	Professor	NAT SCI/MATH
Dulemba	LaDonna	N-T	Lecturer	NURS
Fell	Mary	Ten	Professor	HUM/FINA
Felton	Kathleen	T-Trk	Assist. Prof.	BEHAV/SOC SCI
Fitzgerald	Ed	Ten	Assist. Prof.	BEHAV/SOC SCI
Folkerth	Mary	N-T	Clin. Assist. Prof.	NURS
Foos	Mike	Ten	Professor	NAT SCI/MATH
Frantz	David	Ten	Assoc. Prof.	BUS/ECON
Harper	Jean	T-Trk	Assist. Prof.	HUM/FINA
Heffron Williamson	Marsha	N-T	Lecturer	NURS
Helton	Edwina	Ten	Assoc. Prof.	HUM/FINA
Henderson	Teresa	N-T	Lecturer	HUM/FINA
Huffman	Errol	N-T	Lecturer	NAT SCI/MATH
Humphries	Paulette	N-T	Lecturer	NURS
Jayasuriya	Kumara	Ten	Assoc. Prof.	NAT SCI/MATH
Kirk	Elizabeth	T-Trk	Assist. Prof.	EDUC
Knuths	Jennifer	N-T	Lecturer	EDUC
Kriese	Paul	Ten	Assoc. Prof.	BEHAV/SOC SCI
Kunshak	Rudy	T-Trk	Assist. Prof.	BUS/ECON
Lafuze	Joan	Ten	Professor	NAT SCI/MATH
Ludlum Foos	Catherine	Ten	Assoc. Prof.	HUM/FINA
Lundy	Duane	T-Trk	Assist. Prof.	BEHAV/SOC SCI
Mahaffey	Jerome	T-Trk	Assoc. Prof.	HUM/FINA
Maurer	Judy	N-T	Interim Director	EDUC

McFadden	Brandon	N-T	Lecturer	HUM/FINA
McFadden	Sue	Ten	Assoc. Librarian	LIBRARY
Morse	Mary Ann	Ten	Assoc. Prof.	EDUC
Nishihara	Laverne	Ten	Assoc. Prof.	HUM/FINA
Osgood	Tom	Ten	Assoc. Prof.	BUS/ECON
Passet	Joanne	Ten	Professor	HUM/FINA
Peacock	Frances	N-T	Lecturer	HUM/FINA
Pomper	Markus	Ten	Assoc. Prof.	NAT SCI/MATH
Ramsey	Robert	T-Trk	Assist. Prof.	BEHAV/SOC SCI
Rankin	Sherry	N-T	Clin. Assist. Prof.	NURS
Rao	Vandana	Ten	Professor	BUS/ECON
Rivard	T.J.	Ten	Professor	HUM/FINA
Roberts	M. Diane	Ten	Assoc. Prof.	BUS/ECON
Roswell	Roberta	N-T	Lecturer	NAT SCI/MATH
Sabine	Neil	Ten	Assoc. Prof.	NAT SCI/MATH
Scales	Tim	N-T	Lecturer	BUS/ECON
Scott	Walter	N-T	Lecturer	NAT SCI/MATH
Seddighin	Morteza	Ten	Professor	NAT SCI/MATH
Shapiro	Susan	Ten	Assoc. Prof.	BEHAV/SOC SCI
Simon	Julien	T-Trk	Assist. Prof.	HUM/FINA
Slattery	Elizabeth	N-T	Sr. Lecturer	HUM/FINA
Stanforth	Diana	N-T	Clin. Assist. Prof.	NURS
Stolle	Cheryl	N-T	Clin. Assist. Prof.	EDUC
Thomas	Tom	Ten	Assoc. Prof.	HUM/FINA
Thomas Evans	Margaret	N-T	Lecturer	HUM/FINA
Tolley	Rob	N-T	Sr. Lecturer	BEHAV/SOC SCI
Watkins	Marilyn	Ten	Professor	EDUC
Weber	Gregory	Ten	Assoc. Prof.	BUS/ECON
Whitt	Pamela	T-Trk	Assist. Prof.	EDUC
Wilde	Jerald	Ten	Assoc. Prof.	EDUC
Winburn	Emily	T-Trk	Assist. Librarian	LIBRARY
Winton	Karl	N-T	Assist. Prof.	HUM/FINA
Blakey	George	Ten	Emeritus	HUM/FINA
Carter	Ron	Ten	Emeritus	HUM/FINA
Fulton	David	Ten	Emeritus	BSS
Grohsmeier	Fred	Ten	Emeritus	BEHAV/SOC SCI
Turk	Eleanor	Ten	Emerita	HUM/FINA
Veramallay	Ashton	Ten	Emeritus	BUS/ECON
Vincent	Jane	Ten	Emerita	NURS
Paydar	Nasser	Ten		INT CHANCELLOR
Richards	Laurence	Ten		VCAA
Blakefield	Mary	Ten		ASSOC VCAA
Chang	Wendy	T-Trk		VC INFO TECH /ASSOC PROF

**Indiana University East  
Faculty Senate  
Committee Roster  
2007/08**

**Admissions and Academic Affairs Committee**

Michele Curry (NURS, '08)  
Frances Peacock (HFA, '08)  
Walter Scott (NSM, '08 – short term)  
Lora Baldwin (Library, '09)  
David Frantz (BUSE, '09)  
Julien Simon (HFA, '09)  
Cheryl Stolle (EDUC, '09)

**Budgetary Affairs Committee**

Kelly Dempsey (NURS, '08)  
Vandana Rao (Co-Chair, BUSE, '08)  
Judy Battraw (EDUC, '08)  
Cathy Ludlum Foos (Co-Chair, HFA, '09)  
Emily Winburn (Library, '09)  
Suzi Shapiro (BSS, '09)  
VACANT (NSM, '09)

**Curriculum Committee**

Mary Ann Morse (EDUC, '08)  
Bob Ramsey (BSS, '08)  
Ron Bingaman (NSM, '08 – short term)  
Brenda Buckner (EDUC, '09)  
Jean Harper (HFA, '09)  
Jennifer Knuths (EDUC, '09)  
Suzi Shapiro (BSS, '09)

**Faculty Affairs Committee**

Sherry Rankin (NURS, '08)  
TJ Rivard (HFA, '08)  
Mort Seddighin (NSM, '08 – short term)  
Denise Bullock (BSS, '09)  
Mary Fell (HFA, '09)  
Laverne Nishihara (HFA, '09)  
Emily Winburn (LIB, '09)

### **Nominating Committee**

Neil Sabine (NSM, '08)  
Greg Barton (Chair, HFA, '08)  
Denise Bullock (BSS, '09)

### **Senior Lecturer Long Term Review Committee**

Michele Curry (NURS, '08)  
Rob Tolley (BSS, '08)  
David Frantz (BUSE, '09)  
Neil Sabine (NSM, '09)  
Beth Slattery (HFA, '09)  
Vacancy ('08 – Edwina Helton)

### **Athletics Committee**

Sheila Armstead (BSS, '08)  
Neil Sabine (NSM, '08)  
Curtis Bow (NURS, '09)  
Cheryl Stolle (EDUC, '09)  
Mark Hester (Athletic Director, ex officio)  
Dennis Hicks (Registrar, ex officio)  
Vacant (Student)  
Vacant (Student)

### **Promotion and Tenure Committee**

Neil Sabine (NSM, '08)  
Marilyn Watkins (EDUC, '08)  
Kris Dhawale (NSM, '09)  
Mary Fell (HFA, '09)  
Joanne Passett (HFA, '09)  
Vacancy ('08 – Edwina Helton)

**Indiana University East  
Faculty Senate  
Meeting Dates  
AY 2007-08**

**RESOLVED**, Regular meetings of the Indiana University East Faculty Senate during 2007-08 shall be on from 11:00 – 12:15 on the following Tuesdays:

October 2, 2006  
November 6, 2006  
December 4, 2006

January 15, 2007  
February 5, 2007  
March 4, 2007  
April 1, 2007  
May 6, 2007

Indiana University East  
Faculty Senate  
President's Report  
2006/07

**Faculty Retreats**

The faculty retreat in August did not have a theme. Faculty discussed several issues in breakout sessions.

Topics of discussion were:

- Future academic direction of IU East
- General Education at IU East
- Collaboration with the Community College
- Expectations for new IU East Chancellor
- Workload and Faculty Service

Many of the recommendations of the General Education subgroup have been implemented (see below). The recommendations for senior leadership were communicated to faculty members on the chancellor search committee. The recommendations are summarized at the end of the report and will be passed on to the new chancellor search committee once it has been formed. The remaining groups provided interesting ideas, but only one group submitted a report. The issue of workload and faculty service remains a critical issue. Solving this issue would require building a consensus among faculty and administration. Several major policies would have to be altered; given the amount of work the Faculty Affairs Committee faces, this undertaking is currently not possible.

Instead of a faculty senate meeting in January, a mini-retreat was organized. The topic of the retreat was to discuss learning communities. This retreat was organized with the help of faculty and staff who had previously been involved in teaching learning communities.

Topics under discussion were:

- Coordinating a Learning Community
- Advertising Learning Communities
- Learning Communities for Non-Traditional Students
- Teaching a Learning Community

The reports of the discussion groups are attached. During the spring semester, a group of faculty and staff used the suggestions from the faculty retreat to schedule first semester learning communities for the Fall 2007 semester, and second semester learning communities for the Spring 2008 semester. The informal nature of the learning community became more formal with the appointment of Lee Ann Adams to Learning Community Coordinator.

## **Major Senate Action**

### **General Education**

The issue of General Education was discussed during the Faculty Senate retreat in August. During the retreat, faculty discussed a draft document for a general education curriculum at Indiana University East. In the following weeks, a small group of faculty (TJ Rivard, Cheryl Stolle, Mary Ann Morse, and Markus Pomper) refined the document, discussed it with divisions and presented it to the Faculty Senate for a vote on October 3, 2006, where it passed.

### **Athletics**

Following the report of the AAA committee from the previous academic year, it was decided to create an athletics committee that would provide faculty oversight over athletics. Following negotiation between faculty (Denise Bullock, Cathy Foos and Markus Pomper) and administration (VCES Young and Matt Marshall), the athletics committee policy was adopted by Faculty Senate on November 6, 2006. This committee is created as a committee with dual reporting lines – one to the faculty senate and one to the Chancellor. The committee's structure and responsibilities follow the guidelines set by the appropriate UFC policy on athletic programs. The committee began its work in February 2007. In April 2007, the committee won approval by the faculty senate to allow Indiana University East to join the NAIA on a provisional basis for two years.

### **Workload**

The workload committee had originally been created to oversee faculty reassigned time, but the committee stated that it lacked the insight to judge the fairness of the reassigned time allocations. Not being able to perform its primary task well, the committee suggested to be disbanded. The faculty approved the appropriate amendment to the bylaws on February 6, 2007.

### **Lecturer and Clinical Ranks Appointments**

The original policy for clinical ranks was not in compliance with university policy because it did not specify the process by which faculty holding a clinical rank appointment could be appointed to a long term contract. The revised policy details the procedure for appointment to a long-term contract, promotion, dismissal and non-reappointment. This policy was approved on December 5, 2006.

The Lecturer Policy was also evaluated and it was found that the role of the Lecturer Long Term Contract Review committee was not well defined. A revision to the Lecturer Policy, approved on April 3, 2007 clarifies the role of this committee and also describes when a Senior Lecturer can be dismissed, or not reappointed to another long-term contract.

## **University Faculty Council**

The UFC voted on new policies for Intellectual Property and Research Misconduct. The text of both policies can be accessed through the UFC website (<http://www.indiana.edu/~ufc/>).

Several years ago, President Herbert had asked the University faculty council to create a common General Education Curriculum for all IU campuses. This charge was made more urgent by a resolution from the Board of Trustees from August 2006, requiring that the faculty create such a common general education curriculum by February 2007. In Fall 2006, the UFC decided that a rigid common general education curriculum was not feasible and not desirable. Instead, the council noted that all IU campuses now had a General Education curriculum and that those curricula are similar but not equal. It was further observed that many of the courses approved for statewide transfer can be used to satisfy the General Education requirements on each campus. The Board of Trustees appeared to be satisfied with this approach.

In other negotiations with the Board of Trustees, the UFC strongly objected the Board of Trustees' modification to the Chancellor Review procedures. The most controversial issues in the negotiations were the representation of faculty on the review committee (UFC insisted on *at least half* the members being *tenured* faculty, while the BOT requested *approximately half* of the members being *not necessarily tenured* faculty), and the use of survey instruments and confidentially provided comments. The differences between UFC and Board of Trustees could not be reconciled. The Board of Trustees used its power to implement the policy as its own policy without the approval of the Faculty Council.

## **Other Faculty President Actions**

The faculty senate president has been representing faculty views on a number of review committees for the campus: Those committees had been established as a result of the enrollment and budget shortfalls in Fall 2006. In November 2006, President Herbert assigned Bob Sandy to review Indiana University East's financial situation. A survey was given to faculty, soliciting opinions how to reduce spending or improve revenue of the campus. A group of faculty members evaluated the survey, discussed it with the Budgetary Affairs Committee and presented the recommendations to Bob Sandy. Following Bob Sandy's report, the University leadership hired the consulting firm Noel Levitz to provide a market analysis and provide consulting on improving the admissions process. At the same time, the IU East Review group, chaired by Charlie Nelms began to study IU East's academic programs, enrollment patterns, business practices and community relations. The review group also provided input into the questions that Noel Levitz would ask in their market analysis. The faculty senate president represented the views of the faculty on the subcommittee responsible for the academic programs. Throughout the spring and summer, and Enrollment Management Task force has been developing a data-driven strategy for enrollment management. The faculty senate president participated in the meetings of the Enrollment Management Task Force.

## **Priorities for Academic Year 2007/08**

### **Policies for Student Success**

AAA began a discussion on creating a framework for intervention and retention for student success. This framework should include the creation of a three-tiered system for academic trouble (Academic Warning/Probation/Suspension), and guidelines for advisors how to intervene in each case. The committee should also consider establishing milestones for progress toward a degree. These milestones might include a student's progression to satisfying the math and writing requirements, retention from first to second year, etc. More details are included in the specific charges to AAA. The creation of these policies should be a primary focus of the committee for the coming academic year.

### **Promotion and Tenure Policy**

The Faculty Affairs Committee and the P&T have identified several weak points in the Promotion and Tenure Policy. The Faculty Affairs Committee should address these during the Fall Semester.

### **Athletics Committee**

Following the conditional approval of IU East joining the NAIA, the athletics committee should create policies for student athletes and monitor participation and budget of athletics. The athletics committee should be careful to make these policies compliant with the regulations of the conferences and emphasizing that academic obligations of the student take precedence over athletics. Because Indiana University East does not currently have any policies regarding athletics, the committee will have to spend a significant amount of time determining which policies are needed and then drafting a coherent set of documents.

### **Revisions to the Constitution and Bylaws**

With the creation of the athletics committee, we have added one more senate committee. While the committee includes non-faculty members and reports to both the chancellor and the faculty senate, it should nevertheless be considered a standing committee of the faculty senate, and hence have representation in the Agenda Committee. Other anticipated revisions to the bylaws include senate membership of emeriti and the faculty president summer stipend.

*Report Submitted by Markus Pomper*

## Report of August Faculty Retreat

### **Senior Administration (Chancellor) Facilitators: Marilyn Watkins and Mike Foos**

#### **What strengths do we want to present to candidates?**

- We are at a crossroads—location wise-- and this can be a tremendous asset
- Extraordinary faculty and accomplishments of students
- Faculty wants to be engaged and active in campus life
- Students are 'hungry to learn'
- Many collaborations/partnerships
- Opportunity for growth on part of new Chancellor
- Faculty are persuaded of importance of teaching
- We are in transition so new chancellor can 'make his/her mark'
- Supported by and interact well with community
- Small is good
- Lots of face to face with students
- Focused on student success

#### **What are the challenges that IU East is facing?**

##### **Student:**

- Decreasing enrollment
- Develop| Create| Change image of IU East
- Highlighting 'super star' students
- Build campus to MA level
- Support experiential education
- Stronger links to world beyond Richmond
- Higher quality student—attracting top tier students
- Quality control—transfer issues
- More scholarships
- Many marketing issues

##### **Faculty:**

- Salary, including equity issues
- Need more tenure track positions
- Workload
- Scholarship—clarify expectations, provide greater support, and greater accountability
- Know how to say no without alienating faculty

##### **Administration:**

- Needs a coherent group that work together, need more collaboration
- Create clearer communication across campus
- More student friendly offices

- Improve staff and faculty relationships
- Budget history—be aware of
- Understand university budgeting processes
- Workable strategic plan
- Marketing plan and implementation
- Vision/image
- Enrollment management issues
- Don't bring in own cronies
- Create a common vision
- Assess structure as currently exists

**Campus (buildings, resources):**

- Make campus place where students want to be even when they are not in class
- Good eating place
- Make more aesthetic
- Infrastructure issues
- Look into space allocation issues

**Community issues:**

- Build partnerships
- Expand concept of community
- Cut or expand branch campuses
- Image—is an issue at all levels and was discussed numerous times at both sessions
- 'College in a community'—and expand what that community is
- Diversity issues with faculty and staff
- Both go to community and invite community to IU East—two way street

**What qualities should a chancellor have to help us deal with these?  
(character, background, experience)**

*(Loosely grouped and in no particular order)*

**Qualities**

- Values all disciplines
- Change maker
- Lets us grow
- Do best for IUE—not just a stepping stone for the individual
- No cronyism
- Impartial
- Enthusiastic, dynamic, approachable, open communication
- Listens—is a two way communicator
- Good decision maker
- Can handle controversy

- Can follow through-action oriented
- Knows how to prioritize
- Accessible yet has clear boundaries—not a micro manager
- Service minded
- Must know academia
- Must know how to interact with community
- Works to and with IUE mission
- Vision—has one, can articulate one, and can get us on board
- Strong background in research and scholarship
- Strong understanding of teaching

### **Experience**

- Politically experienced, e.g., knows how to work with legislators, understands process...
- Comes from institution with masters degrees so has experience at that level
- Experience with strategic planning
- Strong NCA experience
- Knows dynamics of working in higher education
- Understands shared governance system
- Knows how to builds bridges with community college system—and others
- Strong financial experience

Report from Faculty Mini Retreat  
January 2007

### **Summary of Coordinating Learning Communities**

We discussed Learning Communities in relation to freshman seminar more than addressed the outcomes. We did not discuss how to acquire a list of faculty members who wish to lead a learning community teaching team, although many in our group seemed interested in participating and brought up benefits of teaching in a learning community.

We discussed a training plan for faculty and what that might look like in regard to freshman seminar [those who participated in the discussion seemed to agree that freshman seminar was an important part of the success of a freshman first-semester LC]. One nursing faculty member stated that in order to make freshman seminar more accessible for nursing candidates, freshman seminar could be strongly suggested to be 3 credits of the 6 elective credits nursing students are allowed. She also said that once students are in the nursing program, it functions as a learning community. Another faculty member noted how important it is for students who are not yet accepted into a program feel like they are still part of the selected program (like nursing or education) or university, and she recognized how a learning community might meet that need. Suggestions: Use Lee Ann Adams' expertise; allow for a diverse type of text, depending on the theme for each learning community; note that all faculty could participate in teaching freshman seminar [for that matter, professional staff might be qualified as well]; have an extended orientation that would be a concentrated freshman seminar type course.

We identified several institutional roadblocks to establishing a LC block: Admissions and advising procedure (students would have to hear "What time do you want to take Freshman Seminar" or "Which Freshman Seminar do you qualify for" instead of "Freshman Seminar is not required, but would be helpful." Recruiting methods would have to change--we would need to recruit for the Learning Communities. A shortage of qualified adjuncts might be a problem, especially if we allowed for a course release for faculty who participate in a learning community.

The name "Learning Community" was not popular among the students this past fall. They liked the term "pod", as in Learning Pods. The title "Freshmen Seminar" is also a problem with some students, who thought the title implied that the course was for students needing special help. However, all students in the fall LC expressed strongly the importance of the Freshmen Seminar as one of the courses in first-semester LC's.

*Submitted by Frances Peacock and Larry Richards*

## **Designing learning Communities for IU East Students**

11 participants

### **What is unique about the mix of students?**

Students report not liking the term "Learning Community." Has negative connotations.

Why only 4 classes? Why not 15 hours if student can handle the workload.

Include bonding experiences on day one.

Ask students to invite new students.

Must learning communities maintain the same people semester after semester?

Let LC students register early

### **How can LCs benefit sophomores**

LCs can continue more easily if students have declared a major...

Create second semester LCs: W132, Philosophy, S121, L108 Env & life...what about continuing Math? Math requirements differ for various degree programs

Two choices within LCs rather than a full load

### **What is the role within a major**

Discipline areas can have their own LCs; HFA can share a community (language must be started early in a program). BSS can share a community, Nursing, Education, etc.

### **Suggest incentives for teaching a LC**

Course reassigned time

Research or service release to focus on teaching

University responsibilities must make room in faculty schedules for extra time required.

### **Identify the special needs of IU East students**

Evening coursework? Schedule a LC around children and work

Students need money—can local organization adopt a LC?

Ride sharing, childcare needs.

Students resent any extra work or requirements that are not necessary

### **LCs for part time and full time students.**

Can we schedule certain related course pairs as a LC

The supercourse, megacourse, –combines three classes.

Begin LCs for sophomores

*Submitted By Jerome Mahaffey*

NOTES FROM THE PROMOTING LEARNING  
COMMUNITIES MINI-RETREAT SESSION

The following suggestions were raised in the session for promoting learning communities (LCs):

- (1) Use students who have taken a previous LC experience to visit high schools, accompany campus tours for new students (possibly make this an internship experience).
- (2) Create a LC Blog; contributions by past or current student participants. Display link on IUE website for prospective freshmen.
- (3) Create a set time during campus tours for someone to pitch the LC experience
- (4) Feature "Power Scheduling" for the cohort so that students are guaranteed seats in the blocked courses
- (5) Use WCTV and the *Palladium*
- (6) Use Building banners and large signs to remind students of the importance of the LC experience.
- (7) Invite High School Teachers/ Guidance Counselors to shadow the learning community to influence potential students on the LC positive impact.
- (8) Create a pre-orientation session for students in the process of planning their first semester experience, but not ready to schedule classes
- (9) Names suggested Teams, Power Schedule, and LINCS (learning in communities), or LINCS (to emphasize Indiana, with possibly the outline of the Map of Indiana surrounding IN in LINCS)

*Submitted by Mary Blakefield and Lee Meadows*

## Learning Communities Mini-Retreat Coordinating a Learning Community

Facilitator: Neil Sabine

Recorder: Mary Ann Morse

Participants: David Franz, Roberta Roswell, Pam Connerly, Rob Tolley, Chris Dhawale, Laverne Nishihara, Mary Mahank, Walter Scott, Margaret Evans

**Question:** What are the mixes of courses that could go together to make up a learning community?

One advantage of bundling courses or forming learning communities is that there can be overlap of assignments – they could be worked on in more than one class. It would make sense to link a Reading course to courses that have a lot of reading in them, or link a math course with courses that use math.

Suggestions of other courses that might work well in a learning community were Biology L107, the basic BSS courses (psych, soc, etc), Econ E103, foreign language.

When the question of prerequisites was raised, the discussion began to consider what a second semester learning community might look like, given a first semester grouping of M007, X151, W131, and U100

It was suggested that there might be a variety of learning communities with topical emphasis. We outlined possibilities for life science, business, and fine arts communities. Each would include a second writing course, Speech S121, a “specialty” course, and optional math. The chart below shows some possible examples:

<b>Community</b>	<b>2<sup>nd</sup> Writing Course</b>	<b>Speech</b>	<b>Specialty</b>
<b>Life Sciences</b>	W132	S121	L107
<b>Fine Arts</b>	W132	S121	H100
<b>Business</b>	W231	S121	E103

No matter what the combination, learning community instructors must commit to any course modifications needed by the community – coordination of activities is essential.

As the session ended, we recognized that we had focused on a second semester learning community, and that there could be a variety of configurations for the first semester. Topic for another session.

## **Budgetary Affairs Committee 2006-07 Annual Report**

### **Members of the committee**

Mort Seddighin: Co-Chair: NSM  
Marilyn Watkins: Co-Chair: Education  
Angie Cooksey: HFA  
Kelly Dempsey: Nursing  
Ed Fitzgerald: BSS  
Emily Winburn: Library

### **Meeting dates**

- We typically met Tuesday afternoons. During the fall semester we did so approximately every other week.
- We also had a meeting (Nov. 17) with Bob Sandy.
- November and December of the fall semester we met three times with SMP committee members.
- Either Mort or Marilyn attended University Cabinet and Expanded Executive Committee meetings throughout the year.

### **Original charge to committee**

#### **Budgetary Affairs**

- Continue organizing open budget hearings
- During Fall Semester become familiar with campus budget

### **Report of the committee's activities**

#### **SMP/BAC Faculty Survey Work**

Fall 2006 IU East faculty were asked to respond to a questionnaire regarding our current budget situation. Two of the primary BAC activates for fall 2006 were based on this survey.

1. We presented Bob with the faculty's suggestions for cost savings and revenue enhancements. We discussed all recommendations that were made in our summary. Some of the suggestions made were discarded as not feasible, while others were considered as a distinct possibility. We annotated the report to reflect Bob's initial reaction to those suggestions.

2. The SMP and BAC committee members met to determine the relationship between the two documents and to establish priorities. The results of those meetings were provided in the December Faculty Senate Agenda Minutes. That document represents the combined results of the Bob Sandy meeting and the SMP/BAC discussions.
3. Via email we strongly recommended to the Chancellor a 3% salary increase and a 50/50 division between cost of living and merit raises.
4. We met regularly with Dan Dooley for updates and discussion on budgetary issues.

### **Recommendation of charge for next year**

1. That the process for sharing budgetary information with the faculty be clarified.
2. That we investigate the financial implications of moving to schools/colleges
3. That faculty salary equity issues be reviewed.

That the BAC be provided full access to the budget. There was an on-going frustration that we do not have full access to the budget, therefore making sound recommendations problematic.

**Curriculum Committee  
Year-End Report  
2006/07**

A. The Committee's Charge for 2006-2007

1. Recurring charges:

Review course and degree proposals.

2. General Education:

- a. Review the adequacy of all general education requirements.
- b. Review degree programs and determine whether any requirements can be elevated to institutional program requirements.
- c. Consider whether it is desirable to implement General Education Milestones, for example, an assessment of student writing skills at the end of the sophomore year. This assessment could also be used for program assessment.
- d. In collaboration with AAA, determine which General Education requirements should typically be met before the student reaches 60 credit hours. What skills would we expect of a student who satisfies these requirements? How can we describe these skills without referring to particular courses? How could this packet of skills [be] described in a 2+2-agreement in which emphasis is on particular skills, rather than courses?

[Note: this charge was reassigned to another committee.]

3. Other

- a. Develop a policy for "combined" [jointly offered] graduate and undergraduate courses.
- b. Develop and review guidelines for distributed education courses.

B. Additional Goal

Streamline the Existing Course Adoption Procedure

C. Accomplishments

Where applicable, the Faculty Senate circular numbers are given in

parentheses, e.g., "(E18-06)".

1. New Minor Approved

Minor in Informatics (E27-07, not yet approved by the Senate)

2. Revisions to Current Programs Approved

- a. BS in Elementary Education (E22-07)
- b. BS in Secondary Education (E23-07)
- c. Title changes: Technical Communication Degrees (E24-07):
  - i. Change "Minor in Technical Communications" to "Minor in Technical and Professional Writing"
  - ii. Change "Certificate in Technical Communication" to "Certificate in Technical and Professional Writing"
  - iii. Addition of a "degree focus name" for the B.A. in English, "Technical and Professional Writing" (in Student Information System)

3. Revisions to Current Courses Approved

PLTS B201 (renamed BIOL B301) Introduction to the Plant Kingdom (E28-07)  
ZOOLOGY Z201 (renamed BIOL Z301)  
Introduction to the Animal Kingdom (E28-07)  
BIOL L201 (renamed BIOL L325) Ecological Principles (E28-07)

4. Courses Adopted from the Master Course Inventory

INFO-I 101 Introduction to Informations (E09-07)  
CMCL-C 405 Communication Theory (E14-07)  
CMCL-C 424 Communication Research (E15-07)  
EDUC-U 100 Threshold Seminar (E16-07)

5. New Policy

Policy for Jointly Offered Graduate/Undergraduate Courses (E17-07)

D. Work Left Unfinished

1. Minor in Informatics (approved by the Committee but not by the Senate)
2. Revisions of BS and AS in Business
3. Streamline Existing Course Adoption Procedure (ECAP) and provide examples.

Submitted by Gregory D. Weber

Thanks to the active Committee Members:

Kris Dhawale  
Bob Ramsey  
Greg Weber  
Roberta Roswell  
Walter Scott  
Mary Ann Morse

File: ~/admin/cuco/07/year-end-report-06-2007.txt  
Version: 2; Date: June 15, 2007; Status: Official.

## Faculty Affairs Committee 2006-2007 Year-End Report

### Members of the Committee

Dan Doerger (recorder)  
Ed Fitzgerald  
David Frantz (ex-officio)  
Sue McFadden (resigned Fall 2006)  
Laverne Nishihara (chair)  
Sherry Rankin  
T. J. Rivard

### Meeting Dates

The Faculty Affairs Committee (FAC) met on 9-12-06; 9-26-06; 10-24-06; 11-14-06; 11-28-06; 12-12-06; 1-30-07; 2-20-07; 2-27-07; 3-13-07; 3-27-07; 4-10-07; 4-24-07

### Original Charges to the Committee

The following is a full quotation of the original charges to FAC for 2006-2007 as it appeared in Circular E02-07:

#### *“Faculty Senate Membership Rules and Faculty Handbook*

- *Amend membership rules so that emeriti are no longer members*
- *Evaluate whether membership can be changed so that faculty who are on leave (sabbatical, family, or professional) can be temporarily excluded from membership.*
- *Weed and prune the faculty handbook and bring it up-to-date for a revised version to be published in August 2007.*

#### *Faculty Workload (in collaboration with Workload Committee)*

- *Develop ways of accounting for recurring academic overload in P & T decisions.*
- *Consider the feasibility of different workload preferences for faculty.*
- *How could varied workload preferences be considered in P & T decisions?*

#### *Academic Appointments*

- *Draft procedures and policy for promotion among clinical rank faculty.*
- *Review lecturer policy, if needed.*
- *Revise the Academic Ranks Policy so that academic ranks and appointments at IU East are described consistent with UFC policy.”*

### Additional Charges

FAC received the following charges and requests in the course of 2006-2007:

- FAC received the BUSE division’s proposal to convert to a School with a dean; FAC was asked by Faculty Senate President Markus Pomper to review the Constitutions of IU and IUE in relation to a possible conversion to Schools and/or

- Colleges, make recommendations, and examine possible repercussion of restructuring.
- FAC was asked to examine the Chair review instrument and to examine the By-laws regarding the Chair review.
  - FAC was asked to address the Faculty Senate President's summer stipend in relation to the By-laws.
  - FAC received the 2006-2007 Promotion & Tenure Committee's recommendations in April 2007; FAC is listing these among the charges for 2007-2008.
  - FAC was asked for feedback on the IU Research Misconduct Policy.

### **Report of the Committee's Activities**

- FAC revised the Clinical Rank Appointments policy, adding procedures and policies for promotion and soliciting feedback from IUE clinical faculty and the affected divisions. Faculty Senate passed the revised policy.
- FAC revised the Lecturer Policy, soliciting feedback from the divisions. FAC also received feedback from the Lecturer Long-Term Contract Review Committee. Faculty Senate passed the revised policy.
- FAC reviewed the IU Research Misconduct Policy and gave its responses to the Faculty Senate President.
- FAC reviewed the IU and IUE Constitutions and asked VCAA Larry Richards to contact his counterparts on other IU regional campuses about their conversions to Schools or Colleges; their responses were forwarded to FAC. FAC presented a draft of recommendations/repercussions/benefits regarding a possible conversion to Schools/Colleges to Faculty Senate. The draft included statements about the definition of Schools in the Constitutions.
- FAC began to evaluate the Chair review instrument, and examined the By-laws' description of the Chair review.
- Throughout 2006-2007, FAC confirmed revisions to Faculty Senate policies that were approved by Faculty Senate, conveying these to the Faculty Senate President in order to update the academic handbook/faculty senate website. FAC agreed that it would consult approved Faculty Senate minutes to confirm the accuracy of revisions to the academic handbook.

### **Recommendation of Charges for 2007-2008**

#### Possible Conversion to Schools/Colleges/Deans

As appropriate, address IUE's possible conversion to Schools/Colleges/Deans in consultation with IUE, other campuses and the Constitutions.

#### Promotion and Tenure Policy

- Address the recommendations from the 2006-2007 Promotion & Tenure Committee (dated 4-10-07), including: the role of the Chair; the size and organization of the dossier; clarification of the role of faculty annual reports. Revise the P & T policy as appropriate.
- If necessary, address the P & T directive sent to the campuses by the Office of the Executive Vice President in May 2007.

- Develop ways of accounting for recurring academic overload in P & T decisions.
- Consider the feasibility of different workload preferences for faculty.
- Address the question: How could varied workload preferences be considered in P & T decisions?

#### Academic Appointments

Revise the Academic Appointments Policy (<http://www.iue.edu/handbook/facgov/acadappoint/academpappointments95.pdf>) to include clinical ranks and specify ranks for Lecturers.

#### Changes to By-laws

- Evaluate the Chair review policy and propose changes as needed; evaluate and, as appropriate, revise the Chair review instrument. Consult Chairs, peer reviewers and divisions as part of this process.
- Make an adjustment to the Faculty Senate President summer stipend so that it is linked to average faculty pay increases.
- Include the Chair of the Athletics Committee in the Agenda Committee.

#### Faculty Senate Membership Rules and Faculty Handbook

- Amend membership rules so that emeriti are no longer members.
- Evaluate whether membership can be changed so that faculty who are on leave (sabbatical, family, or professional) can be temporarily excluded from membership.

#### Recurring Charge

Continue to monitor for accuracy any additions and deletions to Faculty Senate policies in the academic handbook/faculty senate website.

*Respectfully submitted by: Laverne Nishihara*

**Lecturer Long Term Contract Review Committee  
End of Year Report  
May 19, 2007**

**Committee Goals for 2006-7:**

- Revisit Lecturer Policy
- Apply Lecturer Policy to submitted applications for Senior Lecturer
- Prepare documents related to submitted applications for Senior Lecturer
- Document feedback on Lecturer policy based on first case reviewed

**Committee Accomplishments for 2006-7:**

- Regular meetings throughout the fall semester.
- Provided feedback to Faculty Affairs Committee on the Lecturer policy.
- Reviewed one application for Senior Lecturer.
- The committee chair developed letters related to the Senior Lecturer case for committee review, edit, and submission to the VCAA office.
- Reviewed Lecturer Policy and this year's case process; provided feedback to Faculty Affairs.
- Developed a list of suggestions on preparing to apply for Senior Lecturer to begin a record of ideas for workshops through TLC.

**Committee Suggestions for 2007-8:**

- Recommend that the committee spends time reviewing the newly updated and adopted Lecturer Policy.
- Follow up on feedback provided to Faculty Affairs on the Lecturer Policy.
- Consider the possibility of a workshop through TLC on preparing applications for Senior Lecturer.

**Submitted by: LLTCRC Committee 2007**

Edwina, HFA (Chair for 2006-7)

**Faculty Senate Nominating Committee  
End of Year Report  
2006-2007**

During the academic year 2006-2007, Nominating Committee members were Greg Barton, Neil Sabine, and Beth Slattery (chair). The Committee's primary function was overseeing elections at Faculty Senate meetings. Below is the schedule of those elections and slate selections.

**August/September 2006**—Approval of Interim Procedure for Slate Selection for Lecturer Long Term Contract Committee; Slate Selection for Faculty Board of Review.

**October 2006**—Election for Faculty Board of Review—New Members: Ed Fitzgerald—BSS; Mary Ann Morse—EDU; Lecturer Long Term Contract Committee—New Members: Sheila Armstead—BSS (1 year); Mardi Bergen—HFA (1 year); Michelle Curry—NURS; Edwina Helton—HFA; Rob Tolley—BSS; Promotion and Tenure Replacement for David Frantz—Edwina Helton—HFA.

**December 2006**—Slate selection for Campus Athletics Committee

**February 2007**—Election for Faculty Senate President—Markus Pomper (NSM) was unopposed and re-elected; Election for University Faculty Council Representative—David Frantz (BUSE) was unopposed and re-elected.

**March 2007**—Meeting cancelled. Slate selection postponed until April.

**April 2007**—Slate Selection for Nominating Committee, Lecturer Long Term Contract Committee and Promotion & Tenure Committee were conducted electronically.

**May 2007**—Elections for Standing Committees

Admissions and Academic Affairs

New Members: Lora Baldwin (LIB), David Frantz (BUS), Julien Simon (HFA), Walt Scott (NSM) – one year appointment, and Cheryl Stolle (EDU)

Campus Athletics Committee

New Members: Curtis Bow (NURS); Cheryl Stolle (EDU)

Curriculum

New Members: Brenda Buckner (EDU), Jean Harper (HFA), Jennifer Knuths (EDU), Susan Shapiro (BSS), Ron Bingaman (NSM) – one year appointment.

#### Faculty Affairs

New Members: Denise Bullock (BSS), Mary Fell (HFA), Laverne Nishihara (HFA), Mort Seddighin (NSM) – one year appointment, and Emily Winburn (LIB).

#### Lecturer Long Term Contract Committee

New Members: David Frantz—BUSE; Neil Sabine—NSM; Beth Slattery—HFA

#### Nominating

New Members: Denise Bullock—BSS

#### Promotion and Tenure

New Members: Mary Fell—HFA; Kris Dhawale—NSM ; Joanne Passett—HFA

#### *Divisionally Nominated Committees:*

##### Budgetary Affairs

New Members: Cathy Foos (HFA), Emily Winburn (LIB), and Susie Shapiro (BSS). NSM's representative will be announced at a later date

This year, the Nominating Committee continued to assist the Senate President with streamlining both the committee preference selection and elections. Electronic ballots were used for several slate selections and elections, and an electronic survey tool was used to compile committee preferences, which were then reviewed as the Committee constructed slates for standing committee elections.

In addition to these duties, the Committee also composed the procedure for the interim Lecturer Long Term Contract Committee. The Committee Chair composed a list of preferable qualities for members of individual committees.

It is suggested that next year's Nominating Committee continue to work to streamline the voting process by use of electronic elections, slate selections and survey tools for committee preferences. Since a few committees were not included on the list of desirable qualities for committee members, it would be beneficial to contact the chairs of these committees, gather data about said qualities, and then add them to the current list.

*Submitted by Elizabeth Slattery  
25 May 2007*

**Faculty Senate Promotion and Tenure Committee  
End of Year Report  
2006-2007**

Committee Members:

Neil Sabine Co-Chair  
Marilyn Watkins CO-Chair  
Mary Fell  
Kris Dhawale  
Edwina Hilton  
Sue McFadden

Meeting Dates

We met numerous times during the fall semester.  
We met once during the spring semester and one time during Summer I

Original Charge to the Committee

To review promotion and tenure dossiers

Report of the Committee's Activities

- We reviewed a case for promotion and tenure
- We reviewed a case for promotion to full professor
- We identified a series of recommendations to the Faculty Affairs committee relative to promotion and tenure guidelines

Recommendations of Charge for next year:

Some issues have arisen from the David Malik in the Office of the Executive Vice President in late May that the committee should review next year.

“First, we would like to ensure that at least one item is followed relating to external review letters. The long-standing policy of the University (since the late 80s) was that six external letters be submitted with the dossier. Since this is the time when those lists of reviewers are being assembled, we wanted to ensure everyone was aware of this expectation. The six-letter requirement does not necessarily apply to Lecturers, but it does apply to professorial ranks.

Second, we have only briefly conversed about many of the other topics. Some of the bullets are perhaps pretty straight-forward. However, this would be a good time to discuss others. If you could respond to me about the topics you would like to discuss

more fully, we can put those topics on the agenda of the next ALC meeting. It would be helpful if you could e-mail those issues to me by early June. . . .

Also, in order to ensure that we get them all in a timely way, the deadline for dossiers next year will be February 29, 2008. I hope your campus will be inspired to get them to us prior to that date. The President likes at least a couple of weeks before the BoT meeting to look at them, so this is about as late as they can be. Our hope is that you will get them to us earlier.”

*Submitted by Neil Sabine and Marilyn Watkins*

## AAA Committee Annual Report 2006 – 2007

### Committee members for 2006 – 2007

**Michele Curry (Chair – Nursing)**

**Pam Connerly (NSM)**

**Frances Peacock (HFA)**

**Cheryl Stolle (EDUC)**

**Lora Baldwin (Library)**

**Greg Barton (HFA)**

**Denise Bullock (BSS)**

**The AAA Committee met on the third Tuesday of each month with meetings lasting one hour and fifteen minutes each with the exception of the April meeting being two hours in length. The committee met nine times from August 2006 thru April, 2007 with two student appeal hearings (August and January).**

**The committee reviewed thirty-one (31) student appeals. Twenty-five (25) student appeals were accepted and six (6) student appeals were denied.**

### Admissions and Academic Affairs – Charges for 2006-2007

- In what way have the changed admissions standards affected enrollment?
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
  - Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?
  - Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?
  - Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's.
  - Bring an Academic Forgiveness Policy as soon as possible.
  - Review adequacy of Admissions Policy in regards to Graduate Programs.

### Forgiveness Policy

- Bring an Academic Forgiveness Policy as soon as possible.

Discussions regarding the Academic Forgiveness and changes to be made to the policy were reviewed. Some changes in wording were suggested in order to provide clarification on the recommendation of the Agenda Committee and Faculty Senate members. The committee was in favor of the Forgiveness Policy being presented at the October Senate meeting. This policy was accepted by the Faculty Senate on November 7, 2006.

### Length of Summer Scheduled Classes

- Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?

The committee was also asked to review the summer schedule changes of having classes either six weeks or twelve weeks in length. The committee had been asked by the Senate president, Dr. Markus Pomper, to review the 6/6/12 schedule and decide whether it was an administrative action or needed to be brought before the Faculty Senate for voting and discussion. The AAA committee respectfully believes that while there was faculty concern for this change in the summer schedule it was an administrative decision.

### Athletic Committee

The AAA Committee Chair asked Dr. Markus Pomper to meet with Dr. Ben Young regarding the structure and/or criteria of the Athletic Committee since Dr. Pomper was an active part of the creation of the Athletic Policy in 2006.

### Admission Policy

- Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?

The committee was asked to look at the Indiana University East Admission Policy and how it coincides with the Indiana University Admission Policy. The committee is still in process of reviewing these policies. Half of both admission policies have been reviewed by the committee. Recommendations regarding changes to the Indiana University East Admission Policy will be brought forward to the IUE Faculty Senate in the fall of 2007. The recommendations that will be proposed are based on blending the IUE Admission Policy with the Indiana University Admission Policy document.

David Silberstein and Belinda Wyss were invited to February AAA meeting to review the advising categories component of the IUE Admission Policy. The advising department presented the committee with a written proposal that was believed to be a more accurate definition of other campuses' advising practices. The IUE Admission Policy lists five categories. The advising department is proposing two categories be used in order to be more in line with other advising departments on other IU campuses. The written proposal was shared with Dr. Lawrence Richards and Dr. Markus Pomper and will be taken into consideration with the recommendations of changes in the IUE Admission Policy.

ACT and SAT test scores have been discussed, but no decision was made by this committee at this time.

### Undistributed Credit

The committee was asked to look at the process regarding undistributed credit and if such credit should be used for general education courses. A discussion with Dr. Lawrence Richards took place to bring clarification to this situation and how undistributed credit

was being handled at this time at IUE. The committee voted to allow undistributed credit to be applied to general educational courses or where the courses “fit” the best. The committee members were made aware that part of Larry Johnson’s responsibilities (Advising department) was to make the decision on where undistributed credit is applied. If there are situations where an undistributed course credit needed faculty input, than expedient input by faculty would occur to make the decision about the placement of the credit.

#### Wearing of Graduation Ceremony Honor Cords

The committee was asked to make the decision regarding students wearing honor cords that are graduating in July or August but wanting to participate in the May graduation ceremony.

It was agreed, by the committee, that if a student qualifies for wearing honor cords, they will be allowed to wear their honor cords in the May graduation ceremony.

#### Master Programs

AAA was charged to look at the progress of implementing master degree programs and the reports that were brought forward to the AAA revealed that the master programs have been implemented and started this summer (2007).

#### Retention

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F’s.
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
- In what way have the changed admissions standards affected enrollment?

This subject has been discussed several times in different ways throughout the year. The AAA Committee discussed changes in the admission standards and how these standards were effecting the enrollment. The committee has noticed and been concerned in the decrease in student appeals in comparison to the number of student suspensions. The committee chair discussed how students were monitored with the advising department.

Some students who come before the AAA Committee are requested, by the AAA Committee, to make weekly appointments with their advisor as part of facilitating the student’s academic success. It was reported, by the advising department, that some students do follow-through well, while other students only come to their appointments once or twice and then do not return for the remainder of the semester. Notations of student’s visits are recorded in advising reports and on the student’s record.

In February, the AAA chair proposed that since the committee is seeing a decline in student appeals in ratio to student suspensions, a third student appeals opportunity should be provided for the students in the month of April. At present time, the AAA has two student appeal dates: January and August. It was proposed that the AAA add a third date

to be the third week in April. Students who had been suspended in the fall semester and who did not appeal in January would have an additional opportunity to appeal in April. It was believed, by the committee, that having three appeals would serve the students in a more productive way of providing opportunity for getting back into their educational pursuits. Starting January 2008, the AAA Committee will have three student appeal meetings: January, April, and August.

At the April AAA meeting, retention issues were further discussed and concerns were voiced by members. Based on the Noel Levitz report and the AAA Committee concerns, the committee has requested that retention be a part of the 2007-2008 charges for this committee. The request has been granted.

It is believed that retention is a multifaceted issue. It is the committee chair's intention to meet with Dr. Richards and Dr. Paydar to discuss interventions and areas of committee concerns. The Noel Levitz report will also be respected and utilized in the committee's efforts and interventions for improving retention. A list is being created of areas of concern so this subject can be approached by the committee in an organized and productive manner.

I wish to thank the Admissions and Academic Affairs Committee for their hard work, caring and supportive attitudes to students, and dedication to Indiana University East.

Respectfully Submitted,

Michele C. Curry MS, RN  
Senior Lecturer  
Admissions and Academic Affairs Committee Chair

### **AAA Committee for 2007 - 2008**

Michele Curry (Chair, Nursing, '08)  
Frances Peacock (HFA, '08)  
Walter Scott (NSM, '08 – short term)  
Lora Baldwin (Library, '09)  
David Frantz (BUSE, '09)  
Julien Simon (HFA, '09)  
Cheryl Stolle (EDUC, '09)

#### Charge for 2007-08:

##### Admissions Policy

- In what way have the changed admissions standards affected enrollment?
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
- Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?
- Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?
- Review adequacy of Admissions Policy in regards to Graduate Programs.

##### Recurring Charges

- Hear student appeals of suspension and petition for reinstatement.
- Consider grade appeals, if any.

##### Student Retention

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's.
- Consider the possibility of administrative withdrawals for non-attending students.
- Consider re-instituting the Early-Warning Cards.

**Faculty Senate Athletics Committee**  
**End of Year Report**  
**2006-2007**  
Athletics Committee Year End Report

Members of the Committee:

Neil Sabine, Chair

Cheryl Stolle

Dennis Hicks, Registrar, ex officio

Mark Hester, Athletics Director, ex officio

1. This was the first year for this committee and the first few meetings were reviewing our charge and determining what issues we would tackle during the academic year.
2. These meetings were followed by two meetings where we discussed the role of athletics at IUE and critically analyzing the role of team sports.
3. Several meetings were devoted to the proposal of IUE joining the NAIA and KIC and discussing the logistics and resource allocations associated with this move.
4. These were followed by several meetings where we discussed how the issues associated with the NAIA and KIC should be presented to the faculty and the administration.
4. Several committee members contributed to the discussion during Faculty Senate where the move to the NAIA and KIC was approved on a trial basis of three years.
5. The committee prepared a letter that presented the rationale for joining the NAIA and KIC to the administration.
6. Approval was granted and we will participate in conference play beginning Fall 2007.

Submitted by Neil Sabine

**Faculty Senate Faculty Board of Review  
End of Year Report  
2006-2007**

Members for 2007 are  
MaryAnn Morse, EDUC ('08),  
Ed Fitzgerald, BSS ('08),  
Kumara Jayasuriya, NSM (07),  
Laverne Nishihara, HFA (07),  
TJ Rivard, HFA (07).

The committee never met because there was no business. No chair was elected.

**Indiana University East  
Faculty Senate 2007/08  
Charges to Standing Committees**

**AAA Committee**

Michele Curry (NURS, '08)  
Frances Peacock (HFA, '08)  
Walter Scott (NSM, '08 – short term)  
Lora Baldwin (Library, '09)  
David Frantz (BUSE, '09)  
Julien Simon (HFA, '09)  
Cheryl Stolle (EDUC, '09)

Charge for 2007-08:

Student Retention (Highest Priority)

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's. Explore the possibility of adding a "Academic Warning" category to Probation and Suspension. For example, Academic Warning could be initiated if the student's cumulative GPA will drop below 2.0 with the student earns 6 additional credit hours with an average of 1.5 (or less). Work with Academic Advising to institute intervention for students on academic warning and academic probation.
- Consider the possibility of administrative withdrawals for non-attending students.
- Consider re-instituting the Early-Warning Cards.

Admissions Policy

- In what way have the changed admissions standards affected enrollment?
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
- Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?
- Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?
- Review adequacy of Admissions Policy in regards to Graduate Programs.
- Monitor admissions for transfer students from Ivy Tech and study their overall academic performance.

Recurring Charges

- Hear student appeals of suspension and petition for reinstatement.
- Consider grade appeals, if any.

### **Budgetary Affairs**

Kelly Dempsey (NURS, '08)  
Vandana Rao (Co-Chair, BUSE, '08)  
Judy Batdraw (EDUC, '08)  
Cathy Ludlum Foos (Co-Chair, HFA, '09)  
Emily Winburn (Library, '09)  
Suzi Shapiro (BSS, '09)  
VACANT (NSM, '09)

#### Charge for 2007/08:

- Become familiar with budget.
- Evaluate the Institutional Action Plan (Begin with considering the items with highest priority first)
- Determine the projected cost and projected revenue associated with each plan and rate individual items in the plan based on their fiscal feasibility.
- Report the findings to faculty senate.

### **Curriculum Committee**

Mary Ann Morse (EDUC, '08)  
Bob Ramsey (BSS, '08)  
Ron Bingaman (NSM, '08 – short term)  
Brenda Buckner (EDUC, '09)  
Jean Harper (HFA, '09)  
Jennifer Knuths (EDUC, '09)  
Suzi Shapiro (BSS, '09)

#### Charge for 2007/08:

##### Recurring charges

Review course and degree proposals. The proposal for a Minor in Informatics has already been discussed in Faculty Senate in April, but was not voted on. The committee should move this item as soon as possible.

##### Distance Education

Develop a framework for distance education; suggest course evaluation policies.

##### Scheduling

- Discuss ways to coordinate scheduling across divisions
- Discuss lockstep scheduling;
- Make recommendations which courses all students should take during the first year

### Learning Communities

- Determine whether participation in a learning community should/could be made mandatory for first-time-in-college students.
- Recommend a set of courses that should be part of first and second semester learning communities.
- What kind of extracurricular activities should be included?

### **Faculty Affairs Committee**

Sherry Rankin (NURS, '08)

TJ Rivard (HFA, '08)

Mort Seddighin (NSM, '08 – short term)

Denise Bullock (BSS, '09)

Mary Fell (HFA, '09)

Laverne Nishihara (HFA, '09)

Emily Winburn (LIB, '09)

### Faculty Senate Membership Rules and Faculty Handbook

- Amend membership rules so that emeriti are no longer members
- Evaluate whether membership can be changed so that faculty who are on leave (sabbatical, family, or professional) can be temporarily excluded from membership.

### Promotion and Tenure Policy

- Clarify the role of annual reviews and student evaluations in P&T document.
- Consider the suggestions for P&T dossier organization and size as proposed by P&T committee.
- Develop ways of accounting for recurring academic overload in P&T decisions.
- Ensure that the expectations for the P&T dossier described in the P&T policy are in compliance with the expectations from the President's office.
- Consider the feasibility of different workload preferences for faculty.
- How could varied workload preferences be considered in P&T decisions?

### Changes to Bylaws

- Evaluate the chair evaluation policy and propose changes as needed.
- Make adjustment to Faculty Senate President summer stipend so that it is linked to average faculty pay increases.
- Include Chair of Athletics Committee in Agenda Committee.

### Recurring Charges

Continue to monitor for accuracy any additions and deletion of faculty senate policies from the academic handbook/faculty senate website. Prepare the collection of policies for a new version of the campus handbook in August 2008.

### **Nominating Committee**

Neil Sabine (NSM, '08)

Greg Barton (Chair, HFA, '08)

Denise Bullock (BSS, '09)

#### Charge for 2007/08:

- During early Spring 2008, circulate the “Job descriptions” for committee members among faculty senate committees. Solicit updates to the job descriptions. Use the updated descriptions when soliciting volunteers for committees.
- Chair of Nominating Committee participates in Agenda Committee.
- Find ways in which the Nominating Committee can nominate faculty members on committees in a way that maximizes the members’ skills.

### **Lecturer Long Term Contract Review Committee**

Michele Curry (NURS, '08)

Rob Tolley (BSS, '08)

David Frantz (BUSE, '09)

Neil Sabine (NSM, '09)

Beth Slattery (HFA, '09)

Vacancy ('08 – Edwina Helton)

#### Charge for 2007/08:

- Consider and evaluate dossiers for promotion to Senior Lecturer, as described in Lecturer Policy.
- If needed, report deviation from current policy or suggestions for improvement of policy.

### **Promotion and Tenure Committee**

Neil Sabine (NSM, '08)

Marilyn Watkins (EDUC, '08)

Kris Dhawale (NSM, '09)

Mary Fell (HFA, '09)

Joanne Passett (HFA, '09)

Vacancy ('08 – Edwina Helton)

#### Charge for 2007/08:

- Consider and evaluate dossiers for promotion and/or tenure, as described in P&T policy, or Clinical Ranks policy
- If needed, report deviation from current policies or suggestions for improvement of policies.

**Athletics Committee**

Sheila Armstead (BSS, '08)

Neil Sabine (NSM, '08)

Curtis Bow (NURS, '09)

Cheryl Stolle (EDUC, '09)

Mark Hester (Athletic Director, ex officio)

Dennis Hicks (Registrar, ex officio)

Vacant (Student\*)

Vacant (Student\*)

\*Student members are appointed by Chancellor following recommendation by the Dean of Students

Charge for 2007/08:

- Develop academic policies for student athletes.  
Recommended items to consider: Policies for recruiting; academic eligibility requirements; conduct; missed class time.
- Develop a policy that distinguishes between “Club Sports” and “Athletic Programs” (use recommendation of AAA report as a basis).
- Participate in the evaluation of Athletic Director (January)
- Provide the faculty senate with its annual report (May 2008).  
The report should include the number of student-athletes recruited for each sport, a summary of expenses and revenues generated and a comparison with the best/worst case scenarios presented to Faculty Senate in April 07.
- Other charges as assigned by Chancellor.

## RESOLUTION REGARDING CALENDAR GUIDELINES

### Codifies “Spring Break” & Fall/Spring semester begin dates.

Background: Faculty Senate must approve calendars for each academic year before they can be officially promulgated. The University Calendar Committee is responsible for the coordination of academic calendars among the several campuses and has established guidelines for the preparation of each campus’ calendar. The relevant guidelines are: (1) a 3-credit hour course should meet for approximately 2,000 minutes, excluding the final exam; and (2) a standard semester (i.e., Fall/Spring) will meet for at least 16 weeks, including final examinations.

Rationale:

While the above guidelines have been useful in providing a certain level of stability to the calendar-building process, they have proven to be insufficient in scope. Thus, in addition to presenting the “Proposed Academic Calendar for AY 2005-06” to the IU East Faculty Senate, the Calendar Committee proposes three additional guidelines. If approved, all future academic calendars will be constructed according to these guidelines. In short, these guidelines are proposed for the purpose of further “codifying” the procedures to which future Calendar Committees will adhere when planning academic calendars. Specifically, for the purpose of ensuring that there will always be an adequate amount of time for students who were under academic suspension at the conclusion of the fall term to submit an appeal to the AAA committee, and to ensure that there will be an adequate amount of time for the AAA committee to act upon such appeals prior to the start of spring semester classes, the Calendar Committee recommends that spring semesters never begin sooner than ten working days after New Year’s day. Secondly, for the purpose of providing consistency to the timing of “Spring Break,” the Calendar Committee recommends that this break always occur between the ninth and tenth weeks of the semester. Establishment of this spring break time period ensures that students, faculty, and academic advisors are provided with a much needed break following mid-semester exams, the conclusion of the automatic “W” period for student drops and withdrawals, and prior to the beginning of the “early registration” period for summer and fall. Finally, for the purpose of providing consistency to the start date of fall semesters, the Calendar Committee recommends that fall classes always begin the Monday before Labor Day. By practice, over the past few years, fall classes at IU East have been starting on the Monday before Labor Day. However, the Fall 2004 term starts two weeks prior. In addition to bringing stability to the start of fall classes, the adoption of this guideline ensures a timely and consistent conclusion to the fall term. Additionally, a later startup date of the fall semester has proven to be very conducive to increasing our fall enrollment.

### THEREFORE, BE IT RESOLVED

- (A) that the Indiana University East Faculty Senate adopts the following additional guidelines for the preparation of the academic calendar:
- (3) beginning Fall 2005, Fall semesters will always begin the Monday before Labor Day.
  - (4) beginning Spring 2006, Spring semesters will always begin on a Monday, *no sooner than* two-weeks (10 working days) after New Year’s Day to accommodate academic suspension appeals;
  - (5) beginning Spring 2006, Spring Break will always occur between the ninth and tenth week of the semester (following the auto-W deadline); and
- (B) that the Faculty Senate adopts the following academic calendar for 2005-2006 .... (Not included)

**Passed Indiana University East Faculty Senate May 4, 2004**

## **GUIDELINES FOR BUILDING ACADEMIC CALENDARS (Used by Registrar/Calendar Committee Chair)**

The academic year, at Indiana University East, is divided into a fall term (August to December), a spring term (January to May), and a summer term (May to August). The IU East Faculty Senate must approve calendars for each academic year before they can be officially promulgated. The Calendar Committee is responsible for coordinating academic calendars among the several campuses and has established guidelines for the preparation of each calendar. The guidelines for building the academic calendar are:

1. Fall and Spring semesters are 16 weeks in length, broken down as follows:
  - a. 14 weeks of instruction (a total of 2,000 to 2,100 instructional minutes per 3 credit hours)
  - b. 1 week of final examinations
  - c. 1 week of cumulative breaks and/or holidays
2. Effective Fall 2005, Fall semesters will begin the Monday before Labor Day
3. Effective Spring 2006, Spring semesters will begin approximately two-weeks after New Year's Day, in order to accommodate academic suspension appeals
4. Effective Spring 2006, "Spring Break" always begins upon conclusion of the ninth week of the semester (immediately following the auto-W deadline)
5. **Fall terms are set up as follows:**
  - a. Classes start on the Monday before Labor Day (the primary "anchor point" of the fall term)
  - b. 1<sup>st</sup> seven-week classes (7W1) end on the 35<sup>th</sup> class day of the term
  - c. 2<sup>nd</sup> seven-week classes (7W2) begin on the 36<sup>th</sup> class day of the term
  - d. The deadline to drop classes, or totally withdraw, with an automatic "W" grade is the 44<sup>th</sup> class day of the term (end of the 9<sup>th</sup> week)
  - e. The 60% point of the term is the 45<sup>th</sup> class day ( $75 \times .60 = 45$ )
  - f. Early registration for the spring term begins on the 45<sup>th</sup> class day of the fall term
  - g. Open registration for the spring term begins on the 49<sup>th</sup> class day of the fall term
  - h. "Fall Break" (no classes) is the week of Thanksgiving
  - i. Classes end on the 70<sup>th</sup> class day of the term
  - j. Final exams end on the 75<sup>th</sup> day of the term
6. **Spring terms are set up as follows:**
  - a. Each campus' commencement date is established by the IU system (thus; commencement is the primary "anchor point" for the spring term)
  - b. Classes start approximately two weeks after New Year's Day, in order to accommodate academic suspension appeals
  - c. 1<sup>st</sup> seven-week classes (7W1) end on the 35<sup>th</sup> class day of the term
  - d. 2<sup>nd</sup> seven-week classes (7W2) begin on the 36<sup>th</sup> class day of the term
  - e. The deadline to drop classes, or totally withdraw, with an automatic "W" grade is the 44<sup>th</sup> class day of the term (end of the 9<sup>th</sup> week)
  - f. The 60% point of the term is the 45<sup>th</sup> class day ( $75 \times .60 = 45$ )
  - g. "Spring Break" (no classes) immediately follows the 9<sup>th</sup> week of classes
  - h. Early registration for the summer and fall terms begins on the 45<sup>th</sup> class day of the spring term
  - i. Open registration for the summer and fall terms begins on the 49<sup>th</sup> class day of the spring term
  - j. Classes end on the 70<sup>th</sup> class day of the term
  - k. Final exams end on the 75<sup>th</sup> day of the term
  - l. Again, our commencement date is set by the "system" office
7. **Summer terms are set up as follows:**
  - a. The 12-wk summer-long-term (and the 1<sup>st</sup> six-week session) begins one week after spring term final exams have ended
  - b. The 12-wk summer-long-term consists of 64 class days
  - c. The 1<sup>st</sup> six-week session (6W1) consists of 30 class days
  - d. The ten-week session (10W) begins on the 16<sup>th</sup> class day of the summer term
  - e. The ten-week session (10W) consists of 49 class days
  - f. The 2<sup>nd</sup> six-week session (6W2) begins one week after 6W1 has concluded
  - g. The 2<sup>nd</sup> six-week session (6W2) consists of 30 class days
  - h. The 12W, 6W2, and 10W sessions end on the same date (two weeks before the start of the fall term)

**ACADEMIC CALENDARS**  
**AY 2005-06, 2006-07 and 2007-08**  
**(Approved by IU East Faculty Senate – April 4, 2006)**

Faculty Senate must approve calendars for each academic year before they can be officially promulgated. The Indiana University Calendar Committee is responsible for coordinating academic calendars among the several campuses and has established guidelines for the preparation of each campus' calendar. The guidelines are: (1) 3-credit hour courses should meet for approx. 2,000 minutes, excluding the final exam; (2) Fall/Spring semesters meet for 15 weeks, including final examinations; (3) beginning Fall 2005, Fall semesters always begin the Monday before Labor Day; (4) beginning Spring 2006, Spring semesters always begin *no sooner than* two-weeks (10 working days) after New Year's Day to accommodate academic suspension appeals; and (5) beginning Spring 2006, Spring Break always occurs between the ninth and tenth week of the semester (following the auto-W deadline).

	<b>2005-06 Calendar Approved by EFS 05/04</b>	<b>2006-07 Calendar Approved by EFS 05/05</b>	<b>2007-08 Calendar Approved by EFS 04/06</b>
	<b>Fall 2005</b>	<b>Fall 2006</b>	<b>Fall 2007</b>
Classes Begin	Mon Aug. 29	Mon Aug. 28	Mon Aug. 27
Labor Day	Mon Sept. 5	Mon Sept. 4	Mon Sept. 3
Fall Break	M—Sa Nov. 21—27	M—Sa Nov. 20—26	M—Sa Nov. 19—25
Classes Resume	Mon Nov. 28	Mon Nov. 27	Mon Nov. 26
Classes End	Mon Dec. 12	Mon Dec. 11	Mon Dec. 10
Finals End	Mon Dec. 19	Mon Dec. 18	Mon Dec. 17
	<b>Spring 2006</b>	<b>Spring 2007</b>	<b>Spring 2008</b>
Classes Begin	Tue Jan. 17	Tue Jan. 16	Mon Jan. 14
Martin Luther King Day	Mon Jan. 16	Mon Jan. 15	Mon Jan. 21
Spring Break	M—Sa Mar. 20—26	M—Sa Mar. 19—25	M—Sa Mar. 17—23
Classes Resume	Mon Mar. 27	Mon Mar. 26	Mon Mar. 24
Classes End	Mon May 1	Mon April 30	Mon April 28
Finals End	Mon May 8	Mon May 7	Mon May 5
Commencement	Fri May 12	Fri May 11	Fri May 9
	<b>Summer I 2006</b>	<b>Summer I 2007</b>	<b>Summer I 2008</b>
6- Week Classes Begin	Mon May 15	Mon May 14	Mon May 12
Memorial Day	Mon May 29	Mon May 28	Mon May 26
Classes/Finals End	Mon Jun. 26	Mon Jun. 25	Mon Jun. 23
	<b>Summer II 2006</b>	<b>Summer II 2007</b>	<b>Summer II 2009</b>
10-Week Classes Begin	Tue Jun. 6	Tue Jun. 5	Tue Jun. 3
6-Week Classes Begin	Mon Jul. 3	Mon Jul. 2	Mon Jun. 30
Independence Day	Tue Jul. 4	Wed Jul. 4	Fri Jul. 4
Classes/Finals End	Mon Aug. 14	Mon Aug. 13	Mon Aug. 11

Resolution for Academic Calendars

RESOLVED, that the Academic Calendars for 2008/09 through 2012/13 shall be as follows:

**ACADEMIC CALENDARS  
AY 2008-09, 2009-10 and 2010-11**

	<b>2008-09 Calendar</b>	<b>2009-10 Calendar</b>	<b>2010-2011Calendar</b>
	<b>Fall 2008</b>	<b>Fall 2009</b>	<b>Fall 2010</b>
Classes Begin	Mon Aug. 25	Mon Aug. 31	Mon Aug. 30
Labor Day	Mon Sept. 1	Mon Sept. 7	Mon Sept. 6
Fall Break	M—Sa Nov. 24—29	M—Sa Nov. 23—28	M—Sa Nov. 22-27
Classes Resume	Mon Dec. 1	Mon Nov. 30	Mon Nov. 29
Classes End	Mon Dec. 8	Mon Dec. 14	Mon Dec. 13
Finals End	Mon Dec. 15	Mon Dec. 21	Mon Dec. 20
	<b>Spring 2009</b>	<b>Spring 2010</b>	<b>Spring 2011</b>
Classes Begin	Tue Jan. 20	Tue Jan. 19	Tue Jan. 18
Martin Luther King Day	Mon Jan. 19	Mon Jan. 18	Mon Jan. 17
Spring Break	M—Sa Mar. 23—28	M—Sa Mar. 22—27	M—Sa Mar. 21—26
Classes Resume	Mon Mar. 30	Mon Mar. 29	Mon Mar. 28
Classes End	Mon May 4	Mon May 3	Mon May 2
Finals End	Mon May 11	Mon May 10	Mon May 9
Commencement	Fri May 15	Fri May 14	Fri May 13
	<b>Summer I 2009</b>	<b>Summer I 2010</b>	<b>Summer I 2011</b>
12-week classes begin	Mon May 18	Mon May 17	Mon May 16
1 <sup>st</sup> 6-week classes begin	Mon May 18	Mon May 17	Mon May 16
Memorial Day	Mon May 25	Mon May 31	Mon May 30
1 <sup>st</sup> 6-week classes/final end	Mon Jun. 29	Mon Jun. 28	Mon Jun. 27
	<b>Summer II 2009</b>	<b>Summer II 2010</b>	<b>Summer II 2011</b>
10-Week Classes Begin	Tue Jun. 9	Tue Jun. 8	Tue Jun. 7
6-Week Classes Begin	Mon Jul. 6	Tue Jul. 6	Tue Jul. 5
Independence Day	Fri Jul. 3	Mon Jul. 5	Mon Jul. 4
Classes/Finals End	Mon Aug. 17	Mon Aug. 16	Mon Aug. 15

## ACADEMIC CALENDARS AY 2011-12 and 2012-13

	<b>2011-12 Calendar</b>	<b>2012-13 Calendar</b>
	<b>Fall 2011</b>	<b>Fall 2012</b>
Classes Begin	Mon Aug. 29	Mon Aug. 27
Labor Day	Mon Sept. 5	Mon Sept. 3
Fall Break	M—Sa Nov. 21—26	M—Sa Nov. 19—24
Classes Resume	Mon Nov. 28	Mon Nov. 26
Classes End	Mon Dec. 12	Mon Dec. 10
Finals End	Mon Dec. 19	Mon Dec. 17
	<b>Spring 2012</b>	<b>Spring 2013</b>
Classes Begin	Tue Jan. 17	Mon Jan. 14
Martin Luther King Day	Mon Jan. 16	Mon Jan. 21
Spring Break	M—Sa Mar. 19—24	M—Sa Mar. 18—23
Classes Resume	Mon Mar. 26	Mon Mar. 25
Classes End	Mon Apr. 30	Mon April 29
Finals End	Mon May 7	Mon May 6
Commencement	Fri May 11	Fri May 10
	<b>Summer I 2012</b>	<b>Summer I 2013</b>
12-week classes begin	Mon May 14	Mon May 13
1 <sup>st</sup> 6-week classes begin	Mon May 14	Mon May 13
Memorial Day	Mon May 28	Mon May 27
1 <sup>st</sup> 6-week classes/final end	Mon Jun. 25	Mon Jun. 24
	<b>Summer II 2012</b>	<b>Summer II 2013</b>
10-Week Classes Begin	Tue Jun. 5	Tue Jun. 4
6-Week Classes Begin	Mon Jul. 2	Mon Jul. 1
Independence Day	Wed Jul. 4	Thur Jul. 4
Classes/Finals End	Mon Aug. 13	Mon Aug. 12