



Executive Committee Minutes



November 6, 2009

10:00-12:00

LIBRARY 140A

Dr. Gallmeier called the meeting to order at 10am.

1. Approval of minutes of September 4, 2009

Minutes of the September meeting were unanimously approved

2. President's Announcements:

a. Update on Chancellor Search

The Chancellor's search is ongoing. An advertisement for this position now appears in the *Chronicle of Higher Education*. The search committee expects to start reviewing applications shortly and fully expects to have 3-5 finalists sometime mid-Spring semester 2010. The cutoff for full consideration of applicants falls in December, 2009.

b. Reports on work of various Faculty Organization Committees

Vernon Smith, Chair of Student Affairs is working with his committee to create student hearing procedures for the campus in order to address student complaints. They are being assisted by SOBE Dean Rominger.

Dr. Tuncay, chair of the Financial Aid Committee is still trying to find out why students had delays in receiving financial aid. This can create problems for students since they need to purchase books and other study materials to succeed in their classes. It is possible that the late entry of students into the university (i.e., registering in the final weeks before the beginning of the semester) may account for the problems in financial aid.

The Constitutional Review Committee continues to consider the question of whether part-time and half-time administrators can serve on Faculty Organization committees and as officers. At this time, everyone appears in compliance with the IU Northwest constitution.

Dr. O'Dell has examined the policy documents related to the scheduling of final exams. Although many faculty members have assumed that they cannot schedule the final exam during the last week of class, the campus has no documents stating this as campus-wide policy. The Academic Affairs committee is further examining this concern because some students have complained about having papers and/or final exams due during the last week of scheduled

classes. Dr. Gallmeier has asked Dr. Evans committee, Academic Affairs, to report to the Faculty Organization on this issue in December.

Dr. Caucci also inquired about the presence/absence of an official policy related to cancelling classes on the day before Thanksgiving. The policy has shifted over time. When he first arrived, the campus officially closed at 6p on the day before Thanksgiving; this resulted in a cancellation of night classes, but not any other classes. Over time, class cancellation has gradually expanded to earlier classes on the Wednesday before Thanksgiving and, in some cases, to classes on the Tuesday before Thanksgiving.

c. Summary of UFC Actions Taken ♦ 2008-2009

The UFC has circulated a document addressing the principles of P&T and has asked each campus to indicate how its faculty will incorporate these principles into the P&T process. The Faculty Affairs committee currently has this document and hopes to start addressing this question in January. The Faculty Organization needs to send a report to UFC by April.

The UFC is working toward conducting meetings via teleconferencing. This probably would prove disadvantageous to regional campuses, especially IUN, since this would reduce the visibility of the regional campuses.

The UFC has determined that gender and gender identity are now protected classes, as defined in the student handbook.

The UFC has modified P&T processes for librarians.

d. IUN Faculty Representation on 2009-2010 UFC Standing Committees

The UFC has created a Learning Technology Committee. Dr. Coffin will serve on this committee.

The UFC has created two new committees: 1) Finance and Facilities, and 2) Research Affairs. Although a charge has not circulated for these committees, Dr. Lindmark (chair of IUN Faculty Organization Budgetary Affairs committee) will serve on the first committee and Dr. Barr will serve on the second committee. The fact that people had to take on the committee without knowing the charge bothered many Executive Committee members and asked Dr. Gallmeier to communicate this to the UFC.

This discussion also raised the question of why Dr. Barr serves as a chair on so many committees. Dr. Gallmeier indicated that this is based on faculty elections and his willingness to serve. In addition, his knowledge of the P&T process makes him invaluable as the Faculty Affairs Committee chair and makes him a good match for the UFC Research Affairs committee.

3. Deans ♦ Review Revisited ♦ See Attachment

This discussion started last fall with the question of should IUN set up a procedure for reviewing Deans on campus. It is not clear that any Dean, other than Dr. Wigle, has ever undergone a review. The document circulated suggested that Deans should have a first review after 3 years, a second review after 5 years, and then have additional reviews at 4-year increments. Dr. Gallmeier plans to call for, and charge, a committee in December that will draft a policy for doing this type of review. From committee discussion, it appears that academic units with outside accreditation (e.g., ACSB) may already have a process in place for reviewing Deans as part of the accreditation process. This may provide a model for the committee to use as a starting point.

4. Academic Excellence Resolution Revisited (see Handout)

The Executive Committee will ask the Faculty Affairs Committee to take the October 2005 IUN Faculty Organization resolution defining Research, Teaching, and Service Excellence into account when crafting a response to the UFC P&T guidelines.

5. Performing Arts/Theatre: Savannah Auditorium versus The Village

Dr. Montalbano has raised concerns about moving the Theatre and Performing Arts department off campus to The Village shopping center. During the current academic year, they have used the Savannah center auditorium for their performances and, contrary to expectations, they have found it to be an excellent performance space. The department worries that a move off campus would reduce student involvement in theatre, decrease theatre class enrolment, may create security problems, creates trouble with bringing children to campus for performances, has been opposed by some patrons, and might lead to the loss of the department from campus. They are asking to keep Savannah auditorium for theatre performances until a building to replace Tamarack Hall has been built. The committee voted to support the request to keep Performing Arts in the Savannah Auditorium space. This became the first item discussed with Dr. Malik.

6. Interim Executive Vice Chancellor of Academic Affairs David Malik ♦ 11:00 ♦ 11:45

On the question of moving Performing Arts, Dr. Malik indicated that he also supported the department's request to continue performing in Savannah. However, some department(s), specifically Performing Arts and Fine Arts, may need to move off campus as Tamarack Hall is removed in preparation for building a replacement. The Village can probably make space, based on a 3-year lease, for one of the programs, but not both. The cost for renovating and renting at The Village would be covered by Risk Management, as would the cost of any necessary security personnel to make the space there safe for students and faculty taking classes at The Village. The replacement for Tamarack Hall would require 3 ♦ 4 years to build, and it is a very high priority for the University system, so the lease length at The Village seems to meet current campus needs.

Dr. Malik indicated that faculty searches are continuing, in spite of some problems along the way. Apparently, the personnel responsible for Equal Opportunity in hiring appear a bit uncertain about their roles in the hiring process. Also, the changes in hiring procedures have not yet filtered through to the forms completed by departments. One change that has come through, and that departments may not yet fully understand, is that each department must now pay the recruiting costs for hiring new faculty.

The University Commission continues to ask campuses, especially IUN, why they need new facilities when classrooms go largely unused on Fridays.

As the campus moves to RCM, departments will need to include the cost of used space (e.g., reserved classrooms) in their budgets.

The decision date for RCM will be February 1st. At that point, the campus must decide if it will shift to RCM for the following budgetary year. One difficulty in this process is determining how much money the state will provide for the running of campuses.

Dr. Malik is in consultation with Chancellor Bergland to decide how long Dr. Malik will remain at IUN. At this point, he has been requested to stay at least until the campus has a new chancellor.

At this point IUN has the second highest year-over-year retention rate of students among the regional campuses: 69%. Only IUPUI has a higher rate, 72%. The campus aims to stabilize retention somewhere around 70%.

In terms of FTE, the IUN campus now has more students than at any other point in the history of the campus.

A few AA degrees will continue on campus: Health Information Technology, Radiology, and the COAS liberal studies AA degree. The COAS AA will continue as a hardship degree only so students leaving before completing a 4-year degree can graduate with this credential. Ivy Tech will take over Dental Hygiene AA when their passing rate equals that of IUN (about 95%) on the state licensing exam. However, they do not yet have such a program in place so this AA may continue for a prolonged period of time.

Dr. Malik indicated that all academic units on campus need to have both reviews of Deans and external reviews of the units in order to improve the operations of the units and to serve as a basis for identifying specific areas of need within the units.

7. Discussion of meeting times for Executive Committee and Faculty Organization

Dr. Gallmeier brought up the option of modifying the meeting time of the Executive Committee so that it would meet consistently from 10p ❖ Noon, rather than from Noon - 2p. It was pointed out that Dr. Vinodogopal could not attend at this time, so the meeting time will likely remain Noon ❖ 2p.

Dr. Gallmeier also suggested modifying the Faculty Organization meeting times so that it would run 10a ❖ Noon every month, rather than switching times between the morning and the afternoon. Several committee members worried that moving the meeting time to the morning would mean that some faculty could never attend, due to classes scheduled on Fridays. However, Dr. Gallmeier pointed out that the afternoon meetings (1p ❖ 3p) usually have very low attendance by faculty and, for some weeks, might not reach quorum to open the meeting. The committee decided to poll the faculty to gain more information about the impact of changing meeting times.

8. New Business

None

9. Old Business

None

The meeting adjourned at Noon. The next meeting, December 4, is scheduled to go from Noon ❖ 2p.

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Last updated: 3 March 122

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