

## Report of the Administrative Review Committee for Academic Year 2011-2012

The committee met approximately seven times. Chris Darr was elected chair at the first meeting.

The committee's main task was to undertake the performance evaluation of Jack Tharp, Vice Chancellor of Student Affairs & Enrollment Management. We created and distributed a survey of faculty, administrators, staff, students, alumni and community members using Qualtrics software. Results of the survey were summarized in a report to Chancellor Michael Harris. A copy was also given to Vice Chancellor Tharp.

Additionally, the committee oversaw four other administrator reviews, including the reviews of Rhonda Armstrong (Dean of the Library), Christian Chauret (Chair of the Department of Science, Mathematics, and Informatics), John Hughey (Chair of Allied Health Sciences), and Linda Wallace (Dean of the School of Nursing). The committee approved the process reports of each of these four committees.

Respectfully submitted,

Chris Darr, chair

Committee Members: Richard Aniskiewicz, Diane Bever, Michael Finkler, Joung Yeon Kim, Michael Tulley, Bridget Whitmore

## Senate Faculty Committees' Reports

Bradley, Matthew T

**Sent:** Friday, May 11, 2012 8:48 AM

**To:** Cameron, Ann M

Good morning Ann:) Our work on the Faculty Affairs & Budget committees, jointly continued to address ongoing salary equity & compression concerns. We attended the annual campus budgetary hearings, & presented our case to Chancellor Harris, Sue Sciame-Giesecke & Philemon. We would like to think that our work had an impact on a positive direction in terms of addressing this area of faculty concerns.

Sincerely,  
M. Todd Bradley, Ph.D.

On May 10, 2012, at 10:28 AM, "Cameron, Ann M" <[acameron@iuk.edu](mailto:acameron@iuk.edu)> wrote:

Dear Faculty Senate Committee Chairs:

This is just a reminder that you need to submit your **year-end report** summarizing the work of your committee this year **by June 1**. Please submit these as an attachment to your e-mail. Even if your committee met rarely or not at all, please submit a report noting that. If you dealt with confidential issues, you do not need to reveal those, but you do need to summarize in a general way the nature of the work you completed. You may also attach documents or other work you have completed as a committee if you wish. Often these reports are only a paragraph or two. I am trying to pull together all of the archives in the next couple of weeks. If you are not the chair of the committee, please forward my message to the relevant person. Thanks!

Ann

Here are the Committee Chairs as I have them:

Administrative Review: Chris Darr

Calendar: Cindy Ison

Assessment: Patrick Motl

Budgetary Affairs: Todd Bradley

Educational Policies: Steve Cox

Honorary Degree and Graduate Programs: Mohammad Meybodi

From: Mohammad Meybodi, Chair  
Graduate Programs Committee

Subject: 2011-2011 Annual Report

Date: May 14, 2012

### **Composition of the Committee**

The Graduate Programs Committee in 2011-2012 was composed of the following members: Christina Downey, Kasem Kasem, Gregory Steel, Julie Saam, David Tataw, Lucy Tormoehlen(non-vote), and Mohammad Meybodi (Chair)

### **Committee's Responsibility**

This committee has the responsibility to discuss issues related to graduate degrees and/or graduate level courses at IU Kokomo. Consistency of the degree or courses with the School/unit mission and overall graduate curriculum, availability of appropriate level of resource including faculty, and examination of the course syllabi are examples of the responsibility of this committee.

### **2011-2012 Activities**

In 2011-2012, the activities of the Committee include:

1. In early September 2011, the committee communicated via e-mail and elected me as the chair for the AY 2011-2012.
2. In August 2011, Linda Wallace requested the committee's review and approval of five MSN courses.
3. In September 2011, Linda Wallace added two additional MSN courses for the committee's approval.
4. By November 2011, the committee examined and approved all seven MSN courses.

I wish to express my sincere appreciation to the members of Graduate Programs Committee for their cooperation throughout the year.

From: Mohammad Meybodi  
Honorary Degree Committee

Subject: 2011-2011 Annual Report

Date: May 14, 2012

**Composition of the Committee**

The Honorary Degree Committee in 2011-2012 was composed of the following members: Taekhil Jeong, Susan Skoczen, Martha Shott, and Mohammad Meybodi.

**Committee's Responsibility**

This committee has the responsibility to discuss issues related to awarding Honorary Degree at IU Kokomo. Nomination of the candidates, discussion of the candidates' contribution to Indiana University and Indiana University Kokomo, voting and selection of the candidate are examples of the responsibility of this committee. Confidentiality of the entire process is the primary focus of the committee.

**2011-2012 Activities**

In 2011-2012, through a few meetings the committee discussed candidate's contribution to Indiana University Kokomo and unanimously voted to awarding the IU Kokomo's Honorary Degree to the candidate.

I wish to express my sincere appreciation to the members of Honorary Degree Committee for their cooperation throughout the year.

The 2011 – 2012 Faculty Senate Admissions Committee members were:  
Barbara Sehr, Chair  
Masato Ogawa  
David Tataw

All three members of the committee were new to this area of responsibility. The chair referred to the Faculty Senate bylaws to determine the responsibilities of the committee: "the Admissions Committee shall be responsible for making final determinations on student requests for exceptions from admissions policies, and on requests for admission as probationary students, in a manner consistent with the University policy." The chair also contacted a previous member of the committee to get further details about the normal workings of the committee and was told the primary responsibility is to review re-admission applications and to report to the Director of Enrollment Management if the applications should be accepted or denied.

November 14, 2011: The Chair contacted Tyana Lange to set up a meeting with the committee that Tyana could attend so she could provide the committee with information about the re-admission process.

November 28, 2011: Tyana Lange met with the committee to give us guidelines for our deliberations and to provide us with four "double dismissal" applications. The following day she received an additional application which she sent to the chair. (The deadline for double dismissal applicants is December 1.)

November 28 to December 7: The committee members individually reviewed all of the applications in preparation for a meeting to discuss each applicant.

December 7, 2011: The committee met and decided to request interviews with each of the candidates, as has been done by the Admissions Committee in previous years. The chair asked the admissions office to contact the students and set up an interview schedule.

December 12, 2011: The entire committee met with two of the applicants and recommended readmission for both.

December 14, 2011: The chair and one other committee member (Ogawa) met with two additional students and recommended readmission for both. (These interviews were being held during Final Exam week so it was difficult to schedule them when all three committee members were free.)

December 16, 2011: The final applicant was scheduled for an interview in the morning but she was unable to come to campus due to illness. The student was able to call the chair for a phone interview, however. The chair met with the other available committee member (Tataw) after the phone interview to share information gained and the student was recommended for readmission.

### **Suggested future activity for committee:**

The Higher Education Commission has directed all four year universities to eliminate remedial course work. A course is determined to be remedial if it does not carry credit toward a degree. Mathematics faculty members from five of the IU regional campuses have been working, under the direction of VP Applegate's office, to define an entry level credit bearing Mathematics course for those campuses and to determine appropriate placement criteria to determine readiness for the credit bearing course(s). According to the Higher Education Commission, students who do not demonstrate readiness for college credit mathematics should be referred to the IVY Tech Community College in their region to complete the appropriate remedial courses.

These changes to mathematics placement, as well as the campus emphasis on academic excellence, suggest that it would be appropriate for the Admissions Committee to review admissions criteria. This review would best be conducted as a collaborative effort with the Vice Chancellor for Student Affairs, Vice Chancellor for Academic Affairs and others.

**RE: Research Affairs Committee Year-end Report**

Chulkov, Dmitriy

**Sent:** Friday, May 11, 2012 12:52 AM

**To:** Cameron, Ann M

**Cc:** Rifai, Lina; Greskamp, Marlene V

Research Affairs Committee  
Year-end Report for 2011-2012

Committee Members: Dmitriy Chulkov, Marlene Greskamp, Lina Rifai

The Research Affairs Committee met on February 6 and April 16, as well as conducted business over e-mail.

Dmitriy Chulkov was elected the Chair of the Research Affairs Committee for 2011-2012.

The Committee requested research funding data for the IU Kokomo campus from the office of the VCAA and reviewed funding trends. No additional action was recommended.

The Research Affairs Committee of the Faculty Senate reviewed the guidelines for the IU Kokomo Faculty Research Award in Spring 2012. The Committee commended the Office of the Vice Chancellor of Academic Affairs for establishing this award in 2007 and recognized the importance of this award in promoting research at IU Kokomo. The Committee was concerned that no winner for this award was selected in AY 2011-2012.

The Committee performed a benchmarking of similar awards at other IU regional campuses and a review of the award guidelines. The Committee recommended a number of changes to the Office of the Vice Chancellor of Academic Affairs in the hope that improvements in the application process and greater promotion of the award will help fulfill its goal of celebrating research at IU Kokomo. The proposed changes included clarifying the award guidelines, establishing a rubric for the award winner selection process, as well as changing the name of the award and promoting it to faculty. If the Office of the VCAA agrees to these changes, the Committee proposed to announce the revised requirements through the Academic Affairs web site, send a message to all faculty, and promote the award at the first Faculty Senate meeting in the Fall.

Submitted by Dmitriy Chulkov, Chair  
Research Affairs Committee of the IU Kokomo Faculty Senate

=====  
From: Cameron, Ann M

Sent: Thursday, May 10, 2012 10:28

To: Darr, Chris R; Ison, Cindy; Motl, Patrick Michael; Bradley, Matthew T; Cox, Steve R; Meybodi, Mohammad Z.; Ogawa, Masato; Chulkov, Dmitriy; Rink, David; Lukes, Ria B

Subject:

Dear Faculty Senate Committee Chairs:

This is just a reminder that you need to submit your year-end report summarizing the work of your committee this year by June 1. Please submit these as an attachment to your e-mail. Even if your committee met rarely or not at all, please submit a report noting that. If you dealt with confidential issues, you do not need to reveal those, but you do need to summarize in a general way the nature of the work you completed.

**Report of Nominating Committee for 2011-2012**

Rink, David

**Sent:** Wednesday, May 16, 2012 10:56 PM**To:** Cameron, Ann M**Cc:** Rink, David

The Nominating Committee of the IU Kokomo Faculty Senate worked together to prepare an officer's ballot for spring 2012 and a board of review/affirmative action liaison ballot for fall 2011. Each member contacted colleagues in their academic units and related units to solicit nominees. The Chair kept a running tally, and informed committee members, so everyone knew what offices/positions still needed nominees. Upon completing the ballot, the Chair forwarded a copy to President Bradley and had sufficient copies made for members of the faculty senate. At the faculty senate meeting, committee members distributed copies of the ballot, collected completed ballots, adjourned to another room to count the ballots, and double-checked each member's count. Upon returning to the faculty senate meeting, the Chair reported the results to President Bradley, and gave all of the completed ballots to the Parliamentarian for proper disposal. Committee members met twice during this time period.

David Rink, Chair  
Nominating Committee  
IU Kokomo Faculty Senate

To: Faculty Senate Officers

From: 2011-2012 Indiana University Kokomo Faculty Board of Review

Kathryn Holcomb, Chair

Michael Finkler

Sarah Heath

Ria Lukes

Gregory Steel

Date: June 1, 2012

Re: Annual Report

The Indiana University Kokomo Faculty Board of Review received two cases this year. One was discussed, but deemed outside our purview. The second case has been withdrawn, with resubmission expected pending further information.



## Report for P&T committee work 2011/2012

By

**Kasem K. Kasem**

**Chair of IUK all campus P&T Committee**

**Academic year 2011/2012**

The committee with membership of 1- Cameron, Ann M; 2- Holcomb, Kathryn M.; 3- McGovern, Ligaya; 4- Tulley, Michael; 5- Lynda Narwold 6- Steve Cox &- Kasem, Kasem Kamel (Chair) ; Sciame, Susan Marie (non-voting) attendance met several times to discuss and to deliberate its recommendations for 6 candidates

### **Two of them were for application for senior lecturers:**

- 1- Christina Taff
- 2- J.R.Pico-Argel

### **Three for promotion to associate professor**

- 1 -**Ms. Angela Heckman** for Promotion to Clinical Associate Professor
- 2 **Dr. Christopher Darr** for Promotion to Associate Professor with tenure
- 3 **Dr. Linda Ficht** for Promotion to Associate Professor with tenure

### **One for promotion to full professor**

- 1- **Dr. Nancy Greenwood** for Promotion from Associate to Full Professor of Sociology

The committee concluded its work by February 15<sup>th</sup>. Copies of the committee's recommendation letters for every faculty status were sent to correspondent faculty and the VC for academic affairs.