

INDIANA UNIVERSITY SOUTH BEND – ACADEMIC SENATE

MEETING MINUTES

September 17, 2010 - Northside 113 - 10:00 AM

Attending: Adaikkalavan, Agbetsiafa, Aghimien, Ananth, Bennion, Bloom, Brittenham, Bushnell, Bushong, N. Chang, Chen, K. Clark, J. Colborn, L. Collins, Cordell, Curtis, Darnel, Davidson, Dunn, Elliott, Feighery, Fong-Morgan, Froyland, Gerencser, Grens, Guillaume, Hanson, He, Hernando, Hine-Johnson, Horvath, Hurst, S. Jones, Karakatsanis, Levine, Magnan-Park, Makielsi, Marr, Mattox, McAuliffe, McGuire, McMillen, Mehran, Merrill, Mettetal, Meyer, Meyer-Lee, Mociulski, Moore, Muniz, Nashel, Nilsen, O’Conor, Pant, Park, Parker, Pathak, Popescu, Ramis, Reck, Roth, Rubin, Rusnock, Sabbaghi, Saksena, Schroeder, Schult, Scott, Sernau, Shan, Shockey, J. Smith, R. Smith, Spitzer, Stankrauff, Tetzlaff, S. Thomas, Torstrick, Trottier, VanderVeen, Vollrath, L. Walker, Watson, Wells, White, Wright, Zhang, Zwicker, L. Zynda, Currier, Pandori, Childress

1. ADMINISTRATIVE AND OFFICER REPORTS

1.A. Chancellor Reck

- *Enrollment.* Did well. 8590 headcount, 2.3% increase; 83,326 credit hours, 3.5% increase (both all time records). 69% fulltime; 63.5% aged 24 or younger; 28% top 25% of class, a 3% increase.
- More students were deferred; conditional admit deadline rolled back to August 1st, so students who applied after that were deferred to the spring (this change is part of the retention and recruitment effort of the Enrollment Management Committee).
- *One-time money.* Enrollment increases and student retention last year generated revenue that can be used to fund one-time projects. The Budget Committee received 53 proposals last year totaling \$1.5 million; \$450,000 was awarded. The same process this fall will be followed for awarding \$300,000 for one-time projects that help accomplish strategic goals. Deadline for proposals to the Budget Committee is 9/30; the Committee’s recommendations go to the Chancellor by 10/15; the Chancellor will communicate her decisions on or shortly after 11/1. The Chancellor thanks members of the Budget Committee for their role in the process.
- *Vice President Applegate’s 9/15 open forum.* The Chancellor expressed her appreciation for the faculty turnout. Vice President Applegate will visit the regional campuses twice a semester; his next visit to IU South Bend will be on Nov. 19.
- Congratulations to Becky Torstrick, who has taken on the part-time position of Assistant Vice President of University Regional Affairs, reporting to Applegate. There will be two other Assistant Vice Presidents at the regional campuses, one at IU Kokomo and one at IU East.
- Governor Mitch Daniels visited the campus 9/16, speaking as part of the BUSE “Leading in the 21st Century” series and attending the reception afterward. Thanks to Dean Ducoffe for making the event a success.
- 9/21 will be the annual Legislative Luncheon, 11:30, SAC 2nd floor; contact the Chancellor’s office if you would like to attend. House Speaker Patrick Bauer and other legislators will attend.
- Discussion about campus technology priorities over the next 3-5 years have taken place with a small group consisting of members of the Campus Directions Committee, the Budget Committee, the Senate Executive Committee, and the Information Technology Committee. This group will likely expand in the future. The initial aim is to review the existing IU Information Technologies strategic plan.
- Introduction of Paul Krickau, new Director of Student Housing and Residence Life. Paul mentioned that we’re up in housing numbers over last year, and encouraged us to contact him about programming at River Crossing.
- *Fundraising.* Three important campaigns: \$3 million for the completion of the renovation of the Administration building first floor, mainly where Student Services is; \$1 million to equip the dental hygiene wing of the Education and Arts building; \$500 thousand to renovate the recital hall and upstage theater, a project already supported by \$150 thousand matching grant from the Community Foundation of St. Joseph County, for which we’ve already raised \$100 thousand matching funds.
- Emphasis on the next budget cycle will be on the salary increases upon promotion to associate and full professor, and on salary compression. But any decisions on these topics will be constrained by the outcome of the biennium legislative session, state economy, and tuition rates.

- 3% faculty and staff salary increase approved by the IU Board of Trustees will go into effect 11/1. But this increase must follow the policy described in the document issued by Neil Theobald, IU CFO, which involves both across the board increases and merit increases. The Chancellor invited Vice Chancellor of Fiscal Affairs Bill O'Donnell to present this policy.

1.B. Vice Chancellor Bill O'Donnell

- PowerPoint presentation on the salary increase policy, for which, see http://www.iusb.edu/~sbas/senate_documents/03minutes/academic_senate_minutes/10-11/September2010documents/Salary%20Policy.pdf.
- Some of O'Donnell's comments on the presentation:
 - President McRobbie said that "the focus of the salary increase policy was to reward merit and retain faculty."
 - Faculty who received increases related to promotion are not eligible for the automatic minimum increase, but are eligible for merit increases.
 - Exceptions to the policy must be approved by Chancellor Reck, Vice President Theobald, and President McRobbie.
 - The 1% campus budget deficit caused by the salary increase won't affect this year's budget, since the raise goes into effect 11/1. Beginning next year, the 1% must be made up through budget reductions; it cannot come from tuition increases.
 - Part-time employees are not part of this policy; but the "freeze is off," and so we may raise part-time salaries. These raises will be considered after the full-time raises have been determined; we have until November or possibly even January to give these raises, since we won't be revising the fall semester part-time contracts.
- Q&A:
 - Q: How will the distribution of merit increases be determined?
 - A: By the individual units.
 - Q: Is there any mandated transparency to the process?
 - A: No.
 - Q: Will each dean determine the 20% of their faculty who will receive 4% raises?
 - A: Yes.
 - Q: Can the 1% budget deficit be made up by projected health care savings?
 - A: No; the health care savings may help forestall benefit rate increases.
 - Q: Will base budget increases, based upon enrollment increases, cover the 1% deficit?
 - A: That's a possibly. This will be part of the spring budgeting process.
 - Q: Why aren't part-time faculty included?
 - A: Part-time faculty salaries are paid out of a single pool; to determine raises for the spring, the Office of Fiscal Affairs needs counts of those who will be returning and should have a raise. Chancellor Reck confirms: "We want to give part-time faculty a raise," but specific budget requests are needed in order to determine the amount of raise. There is a pool available, money was reserved, but the exact raise depends on how many part-time faculty contracts are requested. Fall contracts won't be changed; the raise is targeted for the spring.
 - Q: What is the policy for faculty who received increases upon promotion?
 - A: They are not eligible for the 1.25% automatic minimum, but are eligible for merit raises.
 - Q: What was the rationale for not giving a 3% across-the-board raise?
 - A (from Elizabeth Bennion): Applegate said that, because of the economy, McRobbie could only get the Board of Trustees to agree to a raise if it were merit-based. Chancellor Reck: this is also her understanding.
 - Comment from Rosanne Cordell: Vice President Theobald's response to the letter from the IU South Bend faculty was that he will discuss the implementation of the salary policy on this campus with Chancellor Reck; the Chancellor confirmed that this has not happened.

1.C. Vice Chancellor Guillaume

- Kudos to Becky Torstrick for her new position as Assistant Vice President.
- The Vice Chancellor will do everything he can to make an associate faculty raise happen; he will need to work with the deans, as each college has its own salary rate.
- Work with Vice Chancellor of Student Affairs Jeff Jones:
 - *Advising.* Addressing issues in response to the Noel Levitz study and student concerns; want to make sure that every student in every college gets good advising.
 - *Remedial education.* The mandate from ICHE is to decrease substantially our remedial education offerings, which ICHE says is the mission of Ivy Tech. Chancellor Reck wants no remedial offerings by fall 2011; we will almost achieve this. Working with Dean Elizabeth Dunn, Rebecca Brittenham, and Yu Song to find ways to eliminate remedial offerings while still serving students with borderline preparation in English and/or math—for example, by providing credit bearing courses that will also address shortfalls in preparation.
 - *First Year Experience.* Working with Rebecca Brittenham, Randy Isaacson, and Dean Dunn. Will have a pilot program running in fall 2011, or perhaps even spring 2010, that will involve a learning community. Will also be developing a first-year learning community program with residential students.
 - *Graduate Education.* Gravely concerned about the decreased enrollment of graduate students. Linda Chen will lead the effort to work with Gary Fratwell of Noel Levitz to determine how best to address this.
- Report on the Academic Leadership Council meeting in Indianapolis, 9/16:
 - *General Education.* There is a “strong push” from ICHE and Ivy Tech for there to be a state-wide common general education curriculum. IU has responded that the curriculum belongs to the faculty of the individual institutions, not to the legislature or ICHE, but does agree that seamless transfer of general education credits is desirable. IU has therefore put forward the idea of a set of common competencies that all the different general education programs target, so that transfer credit may be given for courses that target the same competencies. This idea draws on the “Liberal Education and America’s Promise” model of learning outcomes developed by the ACC&U. But for this seamless transfer to work, Ivy Tech will need to develop much more substantially their liberal arts curriculum. There will be state-wide committee looking into this issue; the Vice Chancellor will ask Dean Dunn to serve on this.
 - *Accountability for learning outcomes at the IU regional campuses.* IU must respond to the external demands for accountability of learning outcomes, but IU does not want to participate in the nationwide Voluntary System of Accountability, a test-based program. Instead, Victor Borden is developing a Campus Accountability Template for the regional campuses that will document learning outcomes.
 - *Dual high school/university credit.* More and more high schools are offering these programs. Some even award Associates Degrees along with high school diplomas, with the expectation that these students will begin college as juniors; but many of these students score marginally on the SAT/ACT, and not one of them was able to test into the entry-level math or English. The state’s emphasis on college *degree attainment* needs to be matched by an equal commitment to college *education*.
 - *Online distance education consortium.* All IU campuses will participate in this consortium. All will have their own online courses, but if there are online degrees awarded, these would be open to all IU students, a situation that may involve revenue sharing.
- This year is the 20th anniversary of the Raclin School of the Arts. There’ll be a concert on 9/24 of the Toradze Piano Studio, Alexander Toradze, and the Euclid Quartet.
- On 10/2 will be the world premier of Jorge Muniz’s *Requiem for the Innocent*, a choral work based upon the events of 9/11 and the terrorist attacks in Madrid. Faculty can get 25% off the ticket price.
- On 10/3-4 there will be an international symposium, in collaboration with Notre Dame, on “Documenting History, Charting Progress, and Exploring the World: Architecture in Nineteenth-century Photographs” at IU

South Bend DW 1001 (10/3) and the Snite Museum (10/4). Held in conjunction with the related art exhibition at the Snite (9/5-10/31). Keynote lecture by Larry Schaff (5:00 pm, 10/3, DW 1001).

1.D. Jake Jones, President of the Student Government Association

- *One Book, One Campus.* Distributed 300 copies of *The Communist Manifesto* during welcome week; distributed 100 further copies to various courses. Have a booklet format available for use in classes, which costs less than \$1. Engagement with the book has been laudable, but Jake encourages more.
- *Senate committees.* SGA has appointed students to those Senate Committees with designated student members. SGA will hold the students accountable to attend meetings, and asks Senate committee conveners to work with these students so that they can be active members.
- *Response to Noel Levitz.* At town hall meetings last spring, student concerns were heard. In regard to the ICHE goal of four-year graduation, advising is key.

2. SENATE REPORTS

2.A. Steven Gerencser, Academic Senate President

- Thanks to the Alumni Association for the morning's refreshments. Look for announcements about refreshments for future meetings.
- Thanks to all the attenders of the meeting.
- Thanks to the previous Senate presidents Vollrath, Cordell, and Hinnefeld, Chancellor Reck, and Vice Chancellor Guillaume for their work with him so far in Steven's new position.
- Thanks to the Executive Committee for help with Senate business over the summer; introduction of Executive Committee members, who are access points for faculty to bring issues to the Senate and the administration.
- *The role of Senate president.* A representative role, rather than executive: in theory, the voice of faculty views in meetings with administration and other interested parties. And yet faculty actually have a wide range of views. Hence, Steven will never suggest that there is a uniform faculty view, but he wants instead to be a conduit of the full scope of views. And to do so, he needs us to (a) communicate our views to him, (b) come to senate meetings, and (c) participate in committees.
- *Committees.* The Senate committees are where the legislative voice and power of faculty lie; if the committees do not exercise this power, someone else will. Several committees are currently understaffed, some so much so that they cannot do business. Please look over the committee roster and contact Steven if you are able to serve on a committee. As a way of getting all the faculty familiar with committees and the work they do, we will devote some time in Senate Meetings to presentations from the committees, starting with the University Faculty Council (UFC).

2.B. Lesley Walker, IU South Bend representative on UFC

- The other IU South Bend UFC representative is Karen Clark.
- PowerPoint presentation on roles of ICHE, the IU Board of Trustees, faculty self-government, and the UFC, for which, see [http://www.iusb.edu/~sbas/senate_documents/03minutes/academic_senate_minutes/10-11/September2010documents/UFC\[1\].pdf](http://www.iusb.edu/~sbas/senate_documents/03minutes/academic_senate_minutes/10-11/September2010documents/UFC[1].pdf).
- Some of Lesley Walker's comments on the presentation:
 - ICHE has 12 members, all appointed by the governor, 9 representing congressional districts, 3 at large. But ICHE is an advisory body, not a governing one; although they have much influence on the governor and the legislature, we do have some push back.
 - The UFC is the representative faculty body for all the IU campuses. It meets once a month to discuss issues of broad concern to the IU system, such as IUPUI's request last year to extend the tenure clock for medical researchers.

2.C. Michael Darnel, Assessment Committee Chair; annual report to the Senate

- Last year the Assessment Committee performed twelve 3rd-year reviews; eleven are scheduled this year.
- The committee awarded one assessment grant of \$3,000, three travel grants for the Assessment Institute, and three travel grants for the Higher Learning Commission meeting.
- The committee initiated conversations with programs that do not currently have assessment plans, including general education and new media.
- Conversations with general education led to the addition of questions about general education courses on the assessment annual report form and in the third year review process, which will help collect information to use to build an assessment plan.
- Will again host teas (funded by the VCAA) for the departments scheduled for 3rd-year reviews, in which the Assessment Committee will describe what the review involves.
- There is a push for more accountability in assessment and the linking of course outcomes to the tools used; the Assessment Committee has an extensive library to use to help develop assessment plans and money to fund grant proposals.

2.D. Rebecca Brittenham, Research and Development Committee (speaking for Andy Schnabel, Chair of the committee)

- Guidelines and deadlines for the faculty research and curriculum development grants have been posted. Made slight adjustments to the guidelines, mostly for clarity.
- First deadline is October 29.
- Direct questions to any member of the committee or to Erika Zynda.

2.E. Becky Torstrick, Budget Committee Co-Chair

- The committee's other co-chair is Rosanne Cordell.
- Information and forms for one-time money for strategic directions proposals have been posted (see the Budget Committee webpage: http://www.iusb.edu/~sbas/committee_pages/budget_comm.shtml).
- \$300,000 will be awarded; proposals must be one-page; the deadline is 9/30, 5:00 pm. Send proposals to Becky or Rosanne.
- There are no model proposals, since this is the first time there's been one-time money for this purpose; in the future, model proposals will be posted.
- There won't necessarily be one-time money available each year, but, if there is, this will be the process for rewarding it.

3. CALL TO ORDER

The September 2010 meeting of the Indiana University South Bend Academic Senate was called to order by President Steven Gerencser at 11:20 am in Northside 113.

4. OLD BUSINESS

Approval of minutes from April 2010 Senate Meeting. Steven noted that minutes will not be printed, but will be made available electronically. **Motion to approve minutes—M/S/A** unanimous.

5. NEW BUSINESS

Three resignations over the summer from elected committees require, by the Constitution, special elections for replacements who will serve out the rest of the year. During the regular elections held in the spring, these positions will be open again.

5.A. PTR Committee: Two replacements needed

- Because the PTR committee needed to begin their work in August to keep the PTR process on schedule (particularly the reappointments), the Senate Executive Committee appointed on August 20 two interim members (Mary Basolo-Kunzer and Susan Moore) to replace those who resigned; these interim appointments expired today.
- **The Executive Committee, acting as a nominating committee, brought to the floor Mary Basolo-Kunzer and Susan Moore** as nominees, who have agreed to serve if elected.
- **Floor opened** for further nominees.
- **Peter Aghimien nominated** from the floor; he agreed to serve if elected.
- **Motion to close nominations—M/S/A** unanimous.
- Paper ballots were distributed to members of the Academic Senate and collected. Results of election will be announced in the Bulletin in the coming week.

5.B. Faculty Misconduct Review Committee: One replacement needed

- The Executive Committee did not bring to the floor a nominee for this candidate.
- **Motion to delay this special election until next Senate Meeting—M/S/A.**

6. ANNOUNCEMENTS

- Michiline Nilsen: Reiterates Vice Chancellor's Guillaume's announcement about the "Documenting History" symposium of 10/3-4. Scholars are coming from as far as Turkey, Romania, and the U.K. Contact Michiline if you know of anyone who would like information about the program or a poster to put up.
- Julie Elliot: "Indiana in Afghanistan: the Meaning of Work under Insurgency," a photo exhibit by Douglas Wissing, will run from 10/6 to 10/15 on the 5th floor atrium of the Schurz Library. On 10/6 at 7:00 pm there will be an opening night discussion featuring Wissing and a local member of the National Guard featured in the exhibit.
- Julie Elliot: The library asks for you help in developing One Book, One Campus events; if you're interested, contact Julie.

7. ADJOURNMENT – 11:35 AM.