

Academic Senate Meeting

September 16th, 2022

Minutes

Members of the Senate present:

R. Adaikkalavan, O. Barrau, V. Bindroo, D. Blouin, C. Borshuk, S. Busenbark, J. Burch, L. Collins, J. Deranek, D. Douglas, D. Economakis, S. Elrod, J. Feighery, W. Feighery, H. Froysland, P. Geels, C. Gerken, S. Haithcox, C. Herbert-Annis, M. Holland, S. Imes, S. Jang, S. Jones, N. Karakatsanis, E. Kelley, V. Kwong, B. Labbe, R. Langton, I. Levine, A. Lidinsky, C. Lisoni, E. Lucal, T. Martinez, D. McMillen, A. Meisami, M. Merhi, O. Moyo, Je. Muniz, S. Nichols-Boyle, M. Oake, S. Opasik, J. Pearson, A. Randles, R. Reddy, K. Ritchie-Fair, M. Roberts, A. Savvopoulou, C. Schult, N. Somerville, T. Spencer, B. Spinda, A. Springle, D. Surma, K. Suttman, K. Takanashi, M. Thomas, S. Thomas, J. Thompson, R. Torstrick, B. Tourtillotte, J. VanderVeen, C. Vlaemick, K. Werner-Sanders, K. Wooden.

1. Call to order

Carolyn Schult called the meeting to order at 10:01 am. She started with a land acknowledgement and recognized the people who were joining via ZOOM. She then explained that ZOOM is just for listening in to the meetings this year. No questions will be passed on during the meetings, no comments will be read. People on ZOOM will not be counted in attendance and will not be able to vote. Should any questions arise, people on ZOOM should email the speakers or Carolyn after the meeting.

2. Approval of April 2022 Minutes: [FILE](#)

Minutes stand approved after correcting attendance list error.

3. Special Election: PTR Committee vacancy

Carolyn Schult brought up a vacancy in the Senate PTR elected Committee. The Executive committee would fill the vacancy temporarily, until the nomination could be brought to the Senate. The Executive Committee nominated Jeremy Linton from the School of Education. No further nominations from the floor resulted in J. Linton being voted by acclamation.

4. Executive Committee introductions

Carolyn Schult introduced the members of the 2022-2023 Executive Committee. She encouraged everyone to contact one of the committee members for any kind of issues. She also thanked last year's committee members who have rotated off, namely J. Feighery, C. Sofhauser, D. Blouin, and E. Roth.

5. New Faculty introductions [FILE](#)

Carolyn Schult shared a video with self-introductions of new faculty. The video was created during new faculty orientation by UCET Media Services. New faculty who did not attend the new faculty orientation were included by name with their school/college affiliation at the end of the video. Carolyn thanked Media Services for putting the video together, the new faculty in the room was recognized by standing up.

6. Introductions of part-time voting faculty

Jason Resler, Academic Senate Vice President, joined via ZOOM. He introduced the associate faculty who volunteered to represent the associate faculty at the Senate this year and be able to vote. They are R. Hochschild (Judd Leighton School of Business and Economics), M. Holland (College of Liberal Arts & Sciences), T. Spencer (School of Education), K. D. Wooden (Judd Leighton School of Business and Economics), and K. Werner-Sanders (Vera Z. Dwyer College of Health Sciences). They were recognized in the room.

7. Update on Standing Committee vacancies

Jason Resler presented the following:

a. Student Affairs Committee

One member needed, Library and Education are currently not being represented.

b. Curriculum Committee

One member needed, Education and Arts are currently not being represented.

c. General Education

One member needed, Education is currently not represented.

d. Non-tenure Track Committee

Two to four members who are tenured or tenure-track are needed to balance the non-tenure track members of the committee.

e. Campus Directions Committee

One member is needed, all schools are currently being represented.

Jason asked for all volunteers to email him. Carolyn noted that this is important work and we need to make sure our committees are fully-staffed.

8. SGA President Address

Christian Martinez, Student Government Association President and senior in Political Science and Economics thanked faculty for their contributions, teaching, and involvement with clubs and organizations. Student engagement on campus is growing. Faculty input is vital to get students involved- especially during advising.

One of the SGA's priority for the year is to further student engagement and increase funding for events. He mentioned Titan Atlas which is a hub that shows all events, organizations, clubs and student involvement on our campus. Faculty who wish to provide input or want to request funding may get in touch with the SGA directly or through Titan Atlas. Another goal for the year is to support campus engagement. He invited faculty to contact him with ideas for involvement.

9. FACET update

Anna Savvopoulou, FACET Associate Director for our campus, recognized the FACET class of 2022, Kimberly McInerney and Barbara White.

10. General Education/FYS report

Jennifer Muñiz and Henry Scott, General Education co-Directors provided an update. They have been revising the general education website which is now more user-friendly. It now directs to three places: campus bulletin, academic affairs, or the general education blog. Course proposals or assessment rubrics are in the blog now. New course proposals had not been revised for a while- some revisions have recently been made to be able to find the student learning outcomes and essential characteristics more easily; they have also restructured how forms are presented although questions were not changed. These are meant to facilitate faculty and make it easier to make edits in the future.

If teaching a gen. ed. course this semester, they will be collecting syllabi; they will try to use a web based form for collection but instructors may still send syllabi via email.

They have also updated the contact information as in the past there has been some confusion with reaching the chairs of the General Education Committee as opposed to reaching the General Education directors. This was done to consolidate business.

They also mentioned that this semester there have been many common core offerings but not all courses had their class descriptions listed. It was noted that everyone may upload their own class description on iGPS. Just search for "class descriptions" in one.iu.edu and may add/make changes.

Five gen. ed. areas are being assessed this semester (Computer Literacy, Visual Literacy, Health & Wellness, Global Cultures, Diversity in U.S Society). A sample of instructors of courses that satisfy these requirements has been contacted and will participate in the assessment process. If there are any questions, reach out to Henry and Jennifer. They will be offering workshops for sharing results of previous assessments. In these workshops they will also be going over

assessment rubrics and talk about the process and ask instructors where they would like to see improvement. Workshops will take place both semesters.

Betsy Lucal, Director of the FYS program, described the need for more FYS courses. She said that we are beyond 100% of our capacity this semester despite offering some sections in the summer. She also talked about the importance of faculty governance, highlighting that curriculum is one of the most important priorities. Time and energy was put in revising the gen. ed. curriculum. Henry, Jennifer and Betsy are in charge of implementing the curriculum. There is a responsibility from the directors and they need the help from all faculty to execute. They see themselves as a resource for everyone else.

Question/Comment from Sharon Jones: As chair of the Curriculum Committee she wanted to remind everyone that course descriptions have to be exactly what they are in the bulletin and Carmin and course outcomes have already been established and may not be changed. Jennifer said that she was referring to courses that are variable topic. Henry said there is a distinction between course descriptions and class descriptions. Common core courses are often times variable topic courses.

Question from Susan Moore: How may class descriptions be entered? Jennifer demonstrated how to do this and said that instructions for this are also on the blog.

Carolyn thanked them all for their work, as all students on our campus benefit from the general education program and expressed value in streamlining processes and making things easier for all of us.

11. Academic Organizational Design Task Force update [FILE](#)

Doug McMillen, Associate Vice Chancellor for Academic Affairs, presented the task force's charge and pointed out that oversight of academic programs is not part of the charge. He also shared the seven guiding principles that the task force will follow. The task force membership was also shared and all academic units are being represented. Moreover many of its members are already serving in administrative roles and are familiar with the underlying structure of units. There is representation from faculty, staff and students. Over the summer the task force gathered information about how colleges/schools and departments are structured, and also researched other universities, particularly the ones which restructured recently and how that has served them. The Academic Organizational Design channel was added to the Teams faculty connection for communication and feedback in September. In late September they will distribute a workload survey for administrative faculty to understand exactly what everyone is doing. September 30th 10-noon the first Town Hall meeting will take place. In October and November the task force will review campus input and possibly hold another forum for the ones who might not be able to attend the first one. This forum has not been scheduled yet. In November/December the proposed models will be presented. In January the proposal will be discussed with the Senate and the final report is due January 31st. Attendance is important at the town halls.

Carolyn said that she hopes many/everyone will attend these meetings.

12. Updates from Academic Affairs

a. HLC Assurance Report [FILE](#)

Doug McMillen presented the Higher Learning Commission open pathway year 4 assurance review report. The purpose of this review is to provide continued evidence that the campus is complying with the criteria for accreditation by HLC. Some significant changes have taken place since 2018 (the last report) and three out of five criteria had to be rewritten while two others had to be updated. This was completed by a whole team of individuals. It was realized how important it is to respond to assessment report requests. The reviewers as well as Xiaoxu Shan and Teresa Sheppard were recognized for their work.

Suzanne Hinnefeld from St. Mary's College was also recognized as she provided advice for best practices after St. Mary's College had recently been through this process.

A COVID-19 response narrative was required and Brenda Phillips offered to do that. The report was submitted May, 16th 2022. The response received indicated that no recommended monitoring was required! Some recommendations for the next ten-year assurance report were shared. One of these items was to consider providing evidence related to post-tenure review/evaluation. Doug also mentioned what needs to happen in the next few years till the next 10-year assurance argument is due in 2028. Another team will be put together to put the next ten year assurance.

Question/Comment by Betsy Lucal: The idea that evidence of post-tenure review/evaluation improves the campus is a direct/indirect attempt to undermine tenure. Doug said that the focus is on quality improvement and that this was done by a team and this was one of the recommendations.

b. Enrollment report [FILE](#)

Raman Adaikkalavan, Associate Vice Chancellor for Academic Affairs, presented an enrollment report. The Fall 2022 numbers for overall headcount and overall credit hours were better than what was projected. The number of credit hours shows that students choose to enroll in more credit hours than in the past. The numbers of new undergraduate beginners, new external transfers, new graduate beginners were all increased from the Fall 2021 census while the number of other students (defined as continuing, returning, inter campus transfers, 2nd degree, etc.) were decreased from the Fall 2021 census. He thanked everyone who was involved in the process of enrolling students. He said that our incoming class will help us meet the targets. To show our students' needs data about first generation students, 21st century scholars, students in the GPA program, and honors students were shared. In all four of these categories the number of students has increased since Fall 2021 and the percentage of each of these categories in comparison to the whole population was reported. These numbers showed that we will need more intervention and support for our students.

Question by Dave Surma: Is the number 771 the number of freshmen? Raman said yes.

Raman said that these numbers are not final and that the next fall projection will take place at the end of this semester.

He then shared data about persistence (Fall to Spring numbers) and retention (Fall to Fall numbers) for the **beginner cohort**. He emphasized that in order to increase the retention numbers from Fall to Fall we first need to increase the numbers from Fall to Spring. He shared an UIRR report that showed that 70.4% of students who started in Fall 2020 came back to IUSB in Spring 2021 and 79.3% of the students who started in Fall 2021 came back in Spring 2022. Only 50.2% of students who started in Fall 2020 re-enrolled in Fall 2021. These numbers are what we need to try and improve. We should fix this enrollment trend for the numbers to improve. We do not have the final numbers for this Fall yet. We are about at 60% now, but this is not final. Just relying on recruiting is not going to be easy as students are not going to college after high-school graduation.

Raman then presented some things that we could try to improve these trends, for example look at our programs and find the barriers for our students. We need to make sure that we are putting students in the right courses in the first semester and be careful with putting students in high C-DFW courses in the first semester, as the chance of graduation if put in these classes is lower. Other suggestions were offered. This is a multiyear project, need to improve persistence and retention numbers.

Question/Comment by William Feighery: This list seems to put the blame on faculty. In the past the bursar role was also mentioned in this context. Raman said that no one is being blamed but we are all in this together and we need to identify the problem in order to fix it. We should talk about what is within our control. Some bursar policies have been changed/cleaned up so students may easily re-enroll. If you find any more holes please let us know.

Question/Comment by Mallory Roberts: 40% 1st gen students that is exciting, these students will need a lot of support. How is 1st generation defined? Raman said that it is defined by UIRR.

13. Chancellor Elrod remarks [FILE](#)

Ch. Elrod said that it was great to be there, there was great news to share, great progress had been made and a lot of work still lies ahead. She commended everyone who was wearing Titan gear that Friday.

The Chancellor delivered a short report about regional engagement and a quick budget update. She started by saying that (about) 150 faculty, staff, and administrators got together at IU Kokomo in June and had discussions about what the regional campuses could do collaboratively to move all regional campuses forward. Eight Priorities came out of this retreat and the Vice Chancellor for Regional Campuses, Susan Sciamé-Giesecke is working hard to keep everyone focused on these priorities and provide resources and support. The Chancellor highlighted a

new program that will be launched in all campuses on reducing stigma and bias around mental health issues. Our campus received \$25,000 to launch this program. This is one example how all regional campuses may come together and take advantage of collaboration opportunities.

Campus budget update: in FY 2022 the campus basically broke even. Everyone worked very hard on examining vacancies. In past years the university had more surplus cash, this speaks to how tight the budget is. FY 23 budget was based on a 4% decline from the year before which seems to be lower in reality, but so far the university is in solid position for the current FY. The Chancellor said that we do need to identify \$3-4 million to fund those underfunded and under-budgeted programs in the next few years. These issues are being discussed in the Campus Advisory Budget Council. She said that there is some cash separate from reserves to catalyze some of the campus' strategic goals. She added that there needs to be a balance between conserving and finding ways to make investments where we need to.

Andy Williams the new Vice Chancellor for Administration and Finance was introduced.

The Chancellor continued talking about the budget. She clarified some confusing language related to budget. See presentation for definition of terms.

She then talked about external partnerships. She is interested in fostering partnerships and is a big advocate for our campus out in the community. She wants to continue developing/strengthening partnerships in the community and increase visibility. This will help our campus with enrollment. Besides our campus is here to serve the community. A lot of work has been put into enhancing K-12 partnerships (Hope Davis was recognized). The fact that IU now offers an Indiana Common Core certificate (30 credits of general education) was mentioned. This is an important initiative that the Vice President for Regional Campuses, Sciamè-Giesecke helped develop and the program has been approved by the Indiana Commission for Higher Education. Dedicated staff provided with Lilly grants will assist with this new certificate.

The fact that ACP courses are now offered for free was then mentioned.

Finally, the Chancellor indicated the importance of developing/fostering deliberate partnerships with organizations such as "The boys and Girls club" and "La Casa de Amistad".

A healthcare-higher education partnership was also mentioned.

Finally, the Chancellor gave an update on the ongoing facilities projects and future footprint opportunities.

She closed her presentation by sharing the campus' priorities for community partnerships.

Question/Comment by April Lidinsky: It is important to make sure that the Marketing Department has a steady budget. Their work is really valuable and the campus' visibility depends on them. They did a lot of work over the summer.

The Chancellor agreed and said that she is currently trying to put some cash from other sources away for the Marketing Department and is trying to build this into the budget for the next years.

Carolyn said that it is good to see what is going on in the community.

14. UFC report [FILE](#)

Shawn Nichols-Boyle, one of our UFC representatives, provided a report on the April UFC meeting at IUPUI. The 2020 Report on Teaching Evaluations advised that numerical responses be eliminated or minimized from the student course evaluations and recommends a more holistic evaluation of teaching. The UFC recommendation is that numerical responses should not be the primary source of data and encourages each unit/campus to develop their own policies for evaluating teaching. The UFC Faculty Affairs Committee passed a resolution to distribute the 2020 report to all campuses and urge them to develop processes for self-reflection and robust peer review. The board of Trustees will consider UFC's recommendation at their December meeting.

FBR policies and processes were thoroughly revised. The goal is to ensure uniform standards across all IU campuses with a February 15th, 2023 implementation date. The IUSB Faculty Misconduct Committee, the Faculty Board of Review and the Policy Committee will work together on implementing the new policies into existing policies.

Finally, Shawn shared that the UFC created a new UFC Research Affairs Committee with one representative from each regional campus. Deb Marr is IUSB's representative.

Consolidate IU research funding. One representative from each campus, and now one will be permitted to allow as chair which was not clear before, Deb Marr will represent us

15. President's Remarks

Carolyn mentioned that the campus will look into possibly consolidating the Faculty Board of Review and the Faculty Misconduct Committee as most of the other campuses have only one of these committees.

The Teaching Committee is going to take a look at course evaluations. Our campus should move forward and develop new policies while improving existing ones.

She thanked Jill Pearson and the Office of Academic Affairs for sponsoring the breakfast buffet.

Carolyn acknowledged the hard work that the Reorganization task force put in all summer with weekly meetings. She encouraged everyone to be involved in the process and make time for opportunities to provide input and feedback by completing surveys and attending town hall meetings. She also suggested that this be discussed during department meetings.

She demonstrated how/where to find senate-related information and documents: go to the Academic Affairs webpage to see the executive committee members, meeting schedule, committee membership, senate blog and constitution. Once you visit the Senate blog you may access recent documents. At the blog there is also a place to enter your email address and stay informed when updates take place. She urged everyone to use these resources to stay up to date. If you have any questions, let her or one of the executive committee members know.

16. Announcements

Anna Michelle Martinez-Montavon from UCET: Elena Mrozinske became the first faculty member at IUSB to earn official Quality Matters certification. Her hybrid course SWK-S141: Introduction to Social Work was reviewed by a team of three faculty members with current experience in online teaching, including a subject matter expert. The review team used the Quality Matters Rubric in the certification process, which is based on best practices that promote student learning and is supported by a thorough review of the research literature. The peer review team determined that Elena's course met Quality Matters standards.

Quality Matters certification is a rigorous, nationally recognized process and represents Elena's strong commitment to excellence and quality in online education. Congratulations, Elena!

The Quality Matters program at IUSB offers funded opportunities for faculty, including professional development to apply best practices in online course design, continuous improvement of course design through peer review, and peer reviewer training and certification. To learn more about Quality Matters, please contact me.

Shawn Nichols-Boyle: Studying abroad applications are now open. Most of them are due December 1st. There are 7 trips offered this year, Belize, Canada, Berlin, Costa Rica, Florence, Ireland, and Japan. Reach out to Lisa Zwicker if interested and also go to the website and see who will be leading the trips.

Diane Economakis: IUSB's First-Year Writing Program and UCET are co-sponsoring a Zoom presentation about the Pedagogy of Kindness-given by 3 faculty from City University of New York - Queens. It will take place Monday, October 3 from 12-1:30pm. The Pedagogy of Kindness can help learners from diverse cultures and backgrounds become empowered, have an active voice in their learning experiences, become more engaged with class activities and issues of social justice. CUNY Queens has a demographic of students very similar to

IUSB. Particularly as we continue to deal with COVID and its challenges, this pedagogy can suggest best practices for helping to retain students. The presenters will also discuss ungrading as part of the Pedagogy of Kindness.

Vincci Kwong: Director of Online Education announced that Online Education is working on a strategic plan, which will guide the future direction of Online Education at IU South Bend. We would like to seek input from the campus community; there will be two town hall meetings, one virtual and one in-person, and an online survey. Please watch out for information in the Daily Titan. If you are unable to attend the town hall meeting(s), but would like to share your thoughts, please complete the survey. Thank you!

Neovi Karakatsanis: Neovi Karakatsanis passed around a basket of hearts made of yarn by students in the Honors Program and asked those present to take one and to wear it until September 29 when the program, "A Common Thread," will take place in the Main Auditorium. Everyone is encouraged to attend the program, which is the fall fundraiser for St. Margaret's House.

Erika Zynda: No deans' seminar this afternoon, they will start in October, the link will be in the Daily Titan. Also currently finalizing the Research Award event for Dora Natella on October 6th.

Lee Kahan: Bender Lecture on Thursday, October 6th at 6pm. Speaker: James Hanson from the Department of Earth and Environmental Sciences at Columbia Climate School. The event will be at the Joshi Performance Hall and a reception with refreshments will follow.

David Blouin: Serving as the new UCET career mentor. Any PTR questions reach out to David. Next Friday is the first workshop.

17. Motion to Adjourn

Meeting adjourned at 11:27 am.

Respectfully submitted by,

-Anna Savvopoulou (Secretary of Senate 2022-2023)