

## INDIANA UNIVERSITY SOUTH BEND – ACADEMIC SENATE

### MEETING MINUTES

February 25, 2011 - SAC 225 - 1:30 PM

**Attending:** Ananth, Anderson, Bennion Turba, Bloom, Borshuk, Bushnell, Chaney, L. Chen, K. Clark, L. Collins, Cordell, Dunn, Eggleston, Elliott, Feighery, Fong-Morgan, Froysland, Gerencser, Guillaume, Hakimzadeh, Henry, Hernando, Hieronymus, Hinnefeld, Hurst, Kwong, Lambert, Lidinsky, Magnan-Park, Marr, McGuire, McIntosh, McMillen, Mettetal, Meyer-Lee, Mociulski, Mooney, Moore, Nilsen, Nirei, Reck, Regan-Kubinski, Rusnock, Schult, Shockey, J. Smith, Sofhauser, Spitzer, Stankrauff, Tetzlaff, S. Thomas, Torstrick, VanderVeen, Vollrath, Watson, Willig, Wolfram, Zynda

#### 1. CALL TO ORDER, APPROVAL OF MINUTES

The February 2011 meeting of the Indiana University South Bend Academic Senate was called to order by President Gerencser at 1:43 pm in SAC 225. The meeting began late and was moved from Wiekamp 1001 because the latter room had no electrical power.

President Gerencser thanked the staff who were able to set up SAC 225 on such short notice.

Approval of minutes from January 28 Senate Meeting. **Motion to approve minutes—M/S/A** unanimous.

#### 2. ADMINISTRATIVE AND OFFICER REPORTS

##### 2.A. Chancellor Reck

- *Healthcare costs.* This topic was discussed at the Board of Trustees meeting and at the chancellors' Meeting. We should expect that the employee contribution to healthcare coverage will increase, but how much, as well as other issues, are still being discussed. (For example, whether all four current healthcare plans will continue to be offered is under discussion; Chancellor Reck is in favor of keeping them.) Changes will be determined prior to next fall's open enrollment period, and will go into effect in January 2012.
- *Health Engagement Program.* Bruce Jacobs, the head of this program, will visit IUSB on February 28 (2-3:30 in the Alumni Room of the Admin building) to get input on this program. IU is seeking to separate the Health Engagement Program from healthcare insurance options.
- *Student housing.* At the Board of Trustees meeting, IUSB received approval to raise student housing rates 2.5%, which is low compared to other campuses.
- *Benchmarking.* The Board of Trustees received an update on the benchmarking project. On March 21 in Indianapolis there'll be a presentation of the final report and results; the Chancellor and others from IUSB will be attending.
- *Blueprint for Student Attainment.* On April 15 the Leadership Team (VP Applegate and the chancellors) will look at final recommendations. These recommendations will be sent from the Steering Committee, who will receive the reports from the individual Blueprint teams, and develop an overall report and set of recommendations based on these. The Leadership Team will then forward on recommendations to the President.
- *VP Applegate visit.* Applegate will visit IUSB Thursday morning, March 3. He will meet with various groups, including the Senate Executive Committee. Brad Wheeler, VP of Information Technologies, will accompany him, and among the groups he will meet with is the Technology Priorities Task Force.
- *Capital project master plan.* The Chancellor met with Associate Vice President for Regional Campus Facilities and Capital Projects John Lewis and with Deane Rundell, president of Muncie design firm Rundell Ernstberger Associates. Rundell has been hired by IU to review the capital project master plans of all the regional campuses, and either revise them or develop new ones. Rundell will visit IUSB on March 29 and will meet with various groups, including the Senate Executive Committee. He will visit 2-3 more times after this. A draft of

the new master plan will be available by the fall. The Chancellor believes that we are in need of new master plan, as our current one dates from the 1980s.

- *Early retirement incentive plan.* This plan for fulltime faculty and staff was discussed at the regional chancellors meeting. This initiative is moving rapidly; a draft has gone to the UFC.
- *New scholarship program.* The Chancellor has created the Michiana Economic Development Merit Award to reduce the costs of attending IUSB for students who don't reside in Indiana but do live in our economic region. This will be available for fulltime and part-time undergraduate and graduate students with a GPA of 2.5 or above, and will offer \$250 per credit hour for undergraduates and \$300 per credit hour for graduate students. The program should help our student housing and graduate numbers. Contact Jeff Jones for more information.
- *Education Arts Building.* Call for bids is going out in March; a decision should be made in April, with work beginning in May or June. The project is still on schedule.
- *Parking Expansion.* We expect a more detailed design in early March.
- *Renovation of The Grille.* Work will commence at the end of the spring semester. There will be a new layout, more comfortable seating, and new lighting. The quiet lounge will be renovated into two meeting spaces for students, faculty, and staff. The project is funded by Federal Stimulus dollars.
- *Energy Savings Project.* Chevron Energy Solutions has been chosen as the contractor for this \$8 million project.
- *Lift Every Voice Concert.* This concert celebrates the African-American spirit as part of Black History month; it is this Saturday February 27, at 7:30 in the campus auditorium.
- *Reception for the Regional Emmy Award documentary "Kicking the Notes."* Scheduled for March 1, 7:30 pm.

#### Q&A

- Q: About the IU Health Engagement Program initiatives from last fall, and in particular the "phase 2" features: what happened with these?
- A: The Chancellor believes that these initiatives are on hold, but suggested that we ask Bruce Jacobs about them during his visit. IU is trying to work through the health care cost issue, but the Chancellor isn't sure if the Healthcare Engagement Program will be part of this. She believes it's all open for discussion.

#### 2.B. Vice Chancellor of Academic Affairs Guillaume

- *Promotion and Tenure.* The VCAA's recommendation letters will be sent out next week.
- *IU Awards.* Three faculty members have received all-IU awards: Gail McGuire, the Sylvia Bowman Award for distinguished teaching; Gwen Mettetal, the Frederic Bachman Lieber Award for distinguished teaching; and April Lidinsky, the W. George Pinnell Award for outstanding service.
- *Sabbatical decisions.* The VCAA will issue these decisions relatively soon.
- *1<sup>st</sup>-year experience.* There will be a pilot program this fall, consisting of sections of U100 paired with W130 and four reacting courses: three in the fall and one (possibly two) in the spring. (Thanks to Elizabeth Dunn for introducing this idea to this campus.) Summer training for those involved in first-year experience programming will include work with peer mentors, coordinated by Randy Isaacson. The focus will be on creating common emphases on areas such as tolerance of ambiguity, flexibility in thought, and exploration of the world.
- *Benchmarking.* The VCAA will attend the March 21 benchmarking meeting in Indianapolis.
- *New Teaching Directions Workshop.* Also on March 21, the VCAA will participate in this workshop involving the VCAAs from all the campuses.
- *Academic Road Map Committee.* The VCAA needs four members from CLAS, one from BUSE, one from CHS, and one from EDUC for this committee, which is an initiative coming from Vice President Applegate's office. Its charge pertains to the improvement of the flow of academic information to students.

### 3. SENATE REPORTS

### 3.A. Steven Gerencser, Academic Senate President

*Items for the Senate Agenda.* To have an item of business placed on the Senate meeting agenda, contact a member of Executive Committee, which meets 10 days – 2 weeks before each Senate meeting. The Executive Committee will determine whether to include the item on the agenda. Alternatively, you may collect the signatures of 10 Senate members who are in favor of placing the item on the agenda, and then convey this to the Senate President 10 days before the Senate meeting. For announcements to be made at the Senate meeting, simply email the Senate President.

### 3.B. Karen Clark, University Faculty Council Representative

Karen Clark reported on the February full meeting of the UFC.

- *IU System Handbook.* The handbook will become available in electronic format, which will facilitate updates.
- *W. George Pinnell Award.* The amount of this award has been increased to \$2000.
- *Indiana legislative activity pertaining to same gender marriage/partners.* The UFC approved a resolution opposing (a) the Indiana State Senate bill to deny benefits coverage for domestic partners and children of domestic partnerships, and (b) the Indiana Constitutional amendment defining marriage as between one man and one woman.
- *Proposal for reforming the UFC.* A rationale for the proposal, pertaining to the problems of establishing a quorum, has been added. A sense is beginning to emerge about the need to reach a balance between face-to-face and distance meetings. No decisions were made; the discussion will continue.
- *Proposal on program merger, reorganization, and elimination.* This proposal aims to establish standard procedures to follow when merging, reorganizing, or eliminating programs. No action was taken.
- *Early Retirement Incentive.* The draft of this plan has been forwarded to our Campus Welfare Committee. It has a short timeline—perhaps as early as the end of March. The deadline for applying, if adopted, is May 15. Send input to Karen or Elizabeth Bennion, Chair of the Faculty Welfare Committee.
- *Compensation and benefits.* UFC has committee (and a subcommittee) looking at compensation and benefits. They are currently gathering data. They are concerned about the impact of an increase in the healthcare contribution on overall compensation levels. They are investigating a sliding scale for healthcare premiums. They are thinking about developing a long-range plan to improve compensation over the next 4-8 years. Send input on this to Karen.
- *Paid family leave plan.* This plan was passed in June 2008 and expires June 30, 2011. A group is planning to propose an alternative plan to the Board of Trustees. If the current plan expires before a new one is approved, the old partially paid family leave plan will go into effect.

#### Q&A

- Q: Has the language of the resolution opposing the State Senate bill on domestic partners been finalized?
- A: Yes, the resolution was passed, although there was a small change to the last sentence.
- Q: Is there anything we can do about the potential consequences of the phrase “narrow-minded”?
- A: Karen will pass this concern on, and will check whether the resolution has been released.
- Q: Can you encourage the UFC to keep the language of their resolutions positive?
- A: Yes.
  
- Q: About the family leave plan, can you clarify that, if a new plan isn’t approved, what will go into effect is the policy that preceded the current one?
- A: Yes, that’s what will happen. But they’re working very hard to get a new plan approved or extend the current one.

### 3.C. Louise Collins and Hayley Froysland, Blueprint for Student Attainment

Louise Collins reported on the work of the Blueprint for Student Attainment Priority Action Teams and the process going forward for their reports.

- *Blueprint webpage.* Louise directed us to <http://www.indiana.edu/~uapp/blueprint/index.html>, and showed us how to provide feedback on draft reports.
- *Structure and timeline.* Louise presented a PowerPoint slide (now posted on the Senate minutes webpage) listing the different Priority Action Teams and describing the nature and timeline of their reporting process. She said that it's still worth posting feedback on the reports because, though the final reports are due March 1, the "conversation will continue." Each regional campus has two representatives on each Team; the Steering Committee is made up of the co-chairs of the Teams and is chaired by Judy Palmer. The Steering Committee will meet at the end of March/early April to develop their final report; this then goes to the Leadership Committee, which consists of the chancellors and Barb Bichelmeyer, and is chaired by Applegate. The Leadership Committee will deliver the report to the President.

Hayley Froysland next led a discussion in which several individuals involved with the Blueprint process provided information.

- *Emerging themes.* Hayley encouraged those who won't be able to read the full reports to look at least at the "emerging themes" summary lists for each report.
- *Practical outcomes.* There will be an Expenditure and Review Committee and an Implementation Committee. Many recommendations will be made to the President about initiatives that may affect us. For example, one clear direction coming from the reports is the desire for better communication among regional campuses—perhaps cross-regional programs; sharing of knowledge and expertise; more coordinated actions among campuses; campuses as a purchasing group; campuses pursuing common solutions to common problems.
- *Pathways and Transitions Team.* In addition to transfer among the regional campuses, this Team also focused on articulation with Ivy Tech, transition from high school, and on how to facilitate transfer from wherever a student comes from. There may be changes involving the adaptation of our general education program to the LEAP schema (although our program is closer to LEAP than most others, we have much work to do, such as implementing assessment), to advising, and in student affairs.
- *Excellent, Distinctive Educational Experience Team.* The "distinctive" in this instance applies to distinctions among individual campuses but also to distinctions between the larger campuses and the regional campuses as a group; the latter provide something more akin to a private school experience in their smaller size, programming, and fostering student-faculty interaction.
- *Financing.* The Expenditure Review Commission chaired by Chancellor Padar and the benchmarking process will identify cost-savings that will be invested in Blueprint initiatives. Vice President Applegate will be seeking funds from IU central administration. They are also looking at grant funding from outside agencies.
- *The place of faculty research.* Faculty research has been underscored as an important contribution to student learning. But some practical changes suggested in response to, e.g., affordability and efficiency initiatives could affect faculty research, such as changes to course scheduling and in the structure of the academic year. There has been much concern over the fact that Indiana is last in terms of educated adults, and so remedies such as weekend degree programs have been raised.
- *Feedback.* Hayley closed the discussion by reiterating the importance of providing feedback on these proposals.

## 4. NEW BUSINESS

### 4.A. Change to the Budget Committee description in the Constitution

- Rosanne Cordell presented a proposal to change the Budget Committee description in the Constitution. (The change is pasted below and also posted on the Senate minutes webpage.) The changes are aimed at (a)

making clear the Budget Committee has role to play beyond the initial budget preparation (for example, in one-time money distribution), and (b) clarifying the membership of the Committee, for the most part according to current practice, in regard to the number of members, representation of schools (if not necessarily proportional representation), the staff and student members, and the role of the Vice Chancellor for Administrative and Fiscal Affairs. The current description limits extension of voting privileges to 2 non-faculty members; the change ensures that both staff members and the student could be extended voting privileges.

- J. The Budget Committee shall concern itself with matters of the budget and shall have the following specific responsibilities:
1. To represent faculty interests in budget matters at IUSB (5/1998).
  2. To consult with appropriate administrative officers in preparing IUSB's budget each year (5/1998).
  3. To consult with the faculty members of this campus about budgetary procedures and practices (5/1998).
  4. To evaluate present budgetary procedures and to propose modifications as needed (5/1998).
  5. To advise the chancellor on all budget matters.

~~Members of the Budget Committee are to be appointed for a three year term, and appointment expiration dates are to be staggered so that as much continuity as possible is achieved (5/1998).~~

Committee Membership:

The Committee is comprised of:

9 faculty members, with voting privileges, with 3 year staggered appointment; the chair will be elected from among this group by the Committee for a 1 year term. The faculty appointments are made by the Executive Committee, as representative of the various colleges/schools;

1 member, with a 1 year renewable appointment made by the president of the Professional Staff Council, and approved by the Senate's Executive Committee;

1 member, with a 1 year renewable appointment made by the president of the Bi-Weekly Staff Council, and approved by the Senate's Executive Committee; and

1 member, with a 1 year renewable appointment made by the president of the Student Government Association, and approved by the Senate's Executive Committee.

The committee may extend voting privileges to up to 3 non-faculty members of the committee.

The Vice Chancellor for Administrative and Fiscal Affairs shall serve as a non-voting consultant to the Committee.

- As a resolution brought from a Senate committee, this came to the floor already **moved and seconded**, and the floor was opened for discussion.
- Discussion centered on the language pertaining to the student member.
- In response to a **point of order**, it was clarified that we are not voting in this meeting on the resolution, but rather to close debate.
- **Motion to close debate—M/S/A** unanimous. The vote on the resolution will held through campus mail during March.
- President Gerencser noted that next year he will ask committees to review their constitutional charge and revise it if necessary.

#### **4.B. Nominations for 2011-12 Senate Officers and Elected Committees**

- The Nominating Committee brought the slate of nominees for Senate officers and elected committees to the floor already **moved and seconded**.
- President Gerencser thanked the Nominating Committee for their quick work, and reminded us that this slate is only for the elected committees; he will soon be asking for volunteers for the appointed committees.
- In response to a **point of order**, it was clarified that the Parliamentarian is not an elected position but is appointed by the Senate President, so the candidate listed on the slate for that position will not appear on the ballot.
- **Floor opened** for further nominees. No nominees from the floor.
- **Motion to close nominations—M/S/A** unanimous. Voting will be held through campus mail during March.

## 5. ANNOUNCEMENTS

- Vice Chancellor Pat Ames distributed the guidelines for requesting laptops instead of desktops. Beginning Monday (2/28) faculty can call the helpdesk and request the swap. Requests will be taken for 7-10 days; hopefully orders will be in by the end of March.
  - Q: In Northside Hall, the ability to get a laptop on the wireless network is variable; will this be taken care of?
  - A: Construction of Northside makes this difficult. We are upgrading the wireless network campus-wide. If there are problems after June, let Pat know.
  - Q: Will we be able to plug the laptops into the network?
  - A: Yes. You should do this when in your office, as the connection is faster and more stable.
  - Q: Can we upgrade the RAM at the department or school expense?
  - A: Yes, with approval of your dean and Vice Chancellor.
  - Q: For security, will we need to take the laptops home every day?
  - A: No, they will come equipped with security devices. For example, all laptops will have whole-disk encryption.
  - Q: Does the encryption affect performance?
  - A: No.
  - Q: Will some laptops be available to try out?
  - A: We're hoping to have some in within the next couple weeks.
  - Q: Can we take the laptops abroad?
  - A: Yes. You can take it anywhere you travel; however, if your laptop is stolen, you don't get a replacement unless your dean approves it.
  - Q: When does the lifecycle start on the laptop?
  - A: When you get your laptop.
  - Q: If you order a laptop, do you give up your desktop?
  - A: Yes
  - Q: What will be done with the desktops?
  - A: They will be put back in circulation or retired if near the end of their lifecycle.
- David Vollrath: please contribute to the campus campaign.
- VCAA Guillaume: The VCAA challenges the deans and vice chancellors to match his \$1000+ contribution.
- Susan Moore: Barbara DeGenevieve will present a lecture at IU South Bend at 7:30 p.m. Thursday, March 3, as a guest of the Ernestine M. Raclin School of the Arts in their 20th anniversary season celebration. DeGenevieve is an interdisciplinary artist who works in photography, video, writing and performance. Her lecture, titled "Exploitation, Political (in)Correctness and Ethical Dilemmas" will be in Northside's Recital Hall. There'll be a reception in Susan's home afterward.
- Tammy Fong-Morgan: Various UCET-related announcements. The UCET Foundation Account could use contributions. UCET is offering to visit your unit and do presentations on topics of interest, if you request it. SoTL information is available; registration opens in a week. The *Journal of the Scholarship of Teaching and Learning* will run a special issue of papers from the Midwestern SoTL conference. The Petersen classroom and faculty workroom technology have been updated. UCET has a new Instructional Designer, Firm Faith Nelson. UCET/FACET grants are closed for this year, as the funds have been distributed.
- Vice Chancellor of Public Affairs and University Advancement Ilene Sheffer: We have received a \$381,000 contribution from the estate of Bill Shields.
- Cathy Borshuk: Anne Balay, professor of English at Indiana University Northwest, will speak at 6 p.m. Monday, March 7, in Room 225, Student Activities Center, Indiana University South Bend. Her topic is "Steel Closets: Talking to Lesbian, Gay, Bisexual and Transgender Steelworkers." The event, which is free and open to the public, is sponsored by Women's and Gender Studies and the Campus Theme Committee.

## 6. ADJOURNMENT – 3:15 PM.