

AGENDA
IU EAST FACULTY SENATE
August 21, 2008
1:30-2:30
Holiday Inn, Richmond

- I. Approval of minutes—Faculty Senate meeting of May 6, 2008
- II. **Voting Item:** Meeting Dates for 2008/09 (Cir. E03-09)
- III. Annual Reports 2007/08
 - A. President's Report (Cir. E04-09)
 - B. Athletics Committee – Neil Sabine (Cir. E05-09)
 - C. AAA Committee – Michele Curry (Cir. E05-09)
 - D. Budgetary Affairs Committee – Cathy Ludlum Foos (Cir. E05-09)
 - E. Curriculum Committee – Bob Ramsey (Cir. E05-09)
 - F. Faculty Affairs Committee – Laverne Nishihara (Cir. E05-09)
 - G. Lecturer Long Term Contract Review Committee – Michele Curry (Cir. E05-09)
 - H. Promotion and Tenure Committee – Marilyn Watkins and Neil Sabine (Cir. E05-09)
 - I. Nominating Committee – Greg Barton
- IV. Charges to Committees 2008/09 (Cir. E07-09)
- V. Standing Committees
 - A. Nominating Committee – Greg Barton
Voting Items:
Slate Selections for Faculty Board of Review,
Commission for Grievances and Misconduct
 - B. Athletics Committee – Neil Sabine
Voting Item: Policy for Excused Absences of Student-Athletes
- VI. Executive Session
Voting Item: August Graduates
- VII. Academic Affairs Report—Executive Vice Chancellor Richards
- VIII. New Business

Adjourn 2:30 P.M.

Brief meeting of senate committees to elect chairs

**INDIANA UNIVERSITY EAST
2007-08 FACULTY SENATE
May 6, 2008
Whitewater Hall Room 132
11:00 AM**

Presiding: Markus Pomper, Faculty Senate President

Present: Armstead, S; Baldwin, L.; Barton, G.; Battraw, J; Baumann, P.; Beach, D; Bingaman, R; Blakefield, M.; Bow, C.; Branstrator, P; Braxton-Brown, G.; Bullock, D.; Chang, W.; Clark, K; Cooksey, A.; Desantis, K.; Dempsey, K.; Dulemba, L.; Fell, M.; Felton, K.; Folkerth, M.; Frantz, D.; Helton, E.; Huffman, E.; Humphries, P.; Jayasuriya, K.; Lafuze, J.; McFadden, S.; Morse, M.; Nishihara, L.; Passet, J.; Paydar, N.; Peacock, F.; Pomper, M.; Ramsey, R.; Rankin, S.; Richards, L.; Rivard, T.; Roswell, R.; Scane, M.; Scott, W; Seddighin, M.; Shapiro, S.; Simon, J.; Slattery, E.; Stolle, C.; Thomas-Evans, M.; Weber, G; Whitt, P.; Wilde, J.; Williamson, M.; Winburn, E.

Absent: Baker, D; Beck, V.; Bergen, M.; Breymer, T.; Buckner, B.; Clapp-Itnyre, A; Curry, M.; Dhawale, K.; Fitzgerald, E.; Harper, J.; Henderson, T.; Kirk, B.; Knuths, J.; Kriese, P.; Kunshek, R.; Ludlum Foes, C.; Lundy, D.; Mahaffey, J.; McFadden, B.; Osgood, T.; Rao, V.; Roberts, M.; Sabine, N.; Scales, T.; Shyan-Norwalt, Stanforth, D.; Thomas, T.; Tolley, R.; Watkins, M.; Winton, K.

Purdue: Absent

Guests: Dennis Hicks, *Registrar;* Jaime Shuler, *future Faculty Senate Secretary;* Hitesh Kathuria, *Assistant Professor of Chemistry.*

Call to order

Quorum was reached and the meeting was called to order at 11:02am by Markus Pomper, Faculty Senate President.

Executive Session

I. May 2008 Tentative Graduate List (Cir E23-08)

The Registrar instructed the faculty to strike through one student's name who indicated she will not be graduating at this time.

A motion to approve the proposed graduates as amended passed without opposition.

Discussion: On page 10 students were listed as A.A. in Nursing and they should be listed as A.S. in Nursing. The error will be corrected.

Note: A copy of the tentative May 2008 graduate list as amended is on file with the Faculty Senate Secretary.

Regular Session

II. Approval of Minutes

A motion to accept the minutes for the April 1, 2008 meeting was made. The minutes were approved as presented.

III. President's Report

The President expressed thanks on behalf of himself and former President Cathy Foes to Mandy Hoadley for her service as Faculty Senate Secretary for the past four years.

UFC business – The President will announce the Family Leave Policy sometime over the summer, it is expected that the policy will be quite generous in allowing faculty leaves of absences in caring for family members.

Affirmative Action – The President may order a system-wide review of the affirmative action process (triggered by instances at IUPUI).

The Faculty Retreat is planned for Thursday, August 21st. There will probably be a speaker in the morning and Faculty Senate meeting in the afternoon. Lunch will be provided. Each Standing Committee chair from this year will need to be prepared to give a report at the retreat as well as submit a written report to Markus Pomper by the end of May.

IV. Standing Committees

A. Faculty Affairs Committee – Laverne Nishihara

Revisions to Bylaws (Cir E24-08) – A motion to approve the changes to the bylaws as presented in Circular E24-08 came moved and seconded by the Faculty Affairs Committee.

Discussion: A motion to amend the proposed changes to the bylaws in Section VI. B. 2. Agenda Committee to include the Parliamentarian was moved by Laverne Nishihara and seconded by Mary Fell.

Discussion: It was requested the history of this motion be given. Dr. Nishihara indicated the parliamentarian's participation in the Agenda Committee seems to be inconsistent during previous years but his/her presence seems to be needed.

The motion to amend the proposed changes to include the parliamentarian passed without opposition. The section should now read: *“Members of this committee shall be the President of the Faculty Senate (as Chairperson), the Faculty Senate Parliamentarian, Chairperson of the Curriculum ...”*

Discussion: No further discussion was presented.

The motion to revise the bylaws as amended (Cir E24-08) passed without opposition.

B. Curriculum Committee – Bob Ramsey

Voting Items:

A motion for the Senate to pass a Resolution to endorse the Offering of IU School of Social Work's MSW Degree at IU East came moved and seconded by the Curriculum Committee as presented in Circular E25-08.

Discussion: Clarification was requested about how much of the curriculum will be offered on our campus. Bob Ramsey confirmed all the courses will be completed here.

The motion to endorse the MSW Degree as presented in Circular E25-08 passed without opposition.

A motion to approve MATH-M123 College Algebra and MATH-L123 College Algebra Lab as new courses as presented in Circular E26-08 and E27-08 came moved and seconded by the Curriculum Committee.

Discussion: None.

The motion to approve the proposed courses MATH-M123 and MATH-L123 as presented passed without opposition.

A motion to approve PHYS-P104 Concepts in Physical Science as a new course as presented in Circular E28-08 came moved and seconded by the Curriculum Committee.

Discussion: None.

The motion to approve the proposed course PHYS-P104 as presented in Circular E28-98 passed without opposition.

Information Item:

INFO-I210 and INFO-I211 Information Infrastructure I and II have been brought forward from the Master Course List. These courses will replace CSCI-C201 and CSCI-C202 in the B.S. in Business Administration with a MIS concentration. They have similar content and goals to the CSCI courses, but add a laboratory and an extra hour of credit. Laboratory experience is critical to success for many students learning to program.

Discussion: None.

C. Nominating Committee – Greg Barton

Voting Item

The Senate was asked to give its endorsement of the proposed Budgetary Affairs Committee members selected by their prospective schools. The new members are Rudy Kunshek (BUSE), Diana Stanforth (NURS), and Judy Batraw (EDUC). Their terms will end May 2010. The Senate voiced its support without opposition.

The following people were elected as new members to the following Standing Committees via ballot at the April 1, 2008 meeting:

Admissions and Academic Affairs Committee: Michele Curry (NURS, '10), Kathleen Felton (HSS, '10) and Pamela Whitt (EDUC, '10).

Curriculum Committee: Ron Bingaman (NSM, '10), Bob Ramsey (HSS, '10), Maureen Scane (EDUC, '09) and Teresa Henderson (HSS, '10).

Faculty Affairs Committee: Kumara Jayasuriya (NSM, '10), Marilyn Watkins (EDUC, '10) and Cathy Foos (ex officio as UFC Representative, '10).

Nominating Committee: Greg Barton (Chair, HSS, '10) and Neil Sabine (NSM, '10)

Athletics Committee: Neil Sabine (NSM '10) and Sheila Armstead (SWK '10)

D. AAA Committee – Cheryl Stolle

This was the first year the committee held hearings for suspension appeals during the Spring semester for Summer reinstatement. Two appeals were heard. One was approved. One was denied but with successful coursework this summer at another institution the student will be able to reenroll this fall.

V. Chancellor's Report – Interim Chancellor Paydar

Faculty Promotions were approved by the Trustees:

Lecturer to Senior Lecturer: *Ange Cooksey, Margaret Evans and Frances Peacock.*

Assistant Professor to Associate Professor with Tenure: *Denise Bullock and Bob Ramsey.*

Associate to Full Professor: *Edwina Helton.*

Progress Report:

The state of the campus is extremely strong.

Structure: We began this year focusing on a new vision focusing on baccalaureate and graduate level programs. We hope to receive approval from the Higher Education Commission to offer the MSW this year. If we do not get it in time it will be delayed by a semester. We will continue catering to non-traditional students and be stepping up recruitment of traditional students because there is a bigger potential in that area.

Administration: We have completely changed the administrative structure. We changed the senior leadership and the number of people (and their responsibilities) who report to the Chancellor. It has proven to be really effective.

Enrollment: We have reengineered the recruitment plans and are beginning to see some of the good results. Enrollment for fall is up by 1.7% as of Monday, May 5th. For Summer 1 we are currently up over 11%. At this time in 2006 we had applications for 228 students, in 2007 at this time we had applications for 297 students and currently have 411 new student applications for fall 2008 semester. We are hoping to continue to increase that amount. We are also working with the faculty's help on Retention. There new scholarships which we are using strategically for recruitment purposes.

We have changed the bylaws with the creation of new schools and new responsibilities for deans and budgeting. This process usually takes a few years. Thank you for helping make it happen quickly.

Distance Education is something that we need to put more focus on (quality and perceived quality). We have made changes in the regional centers. We have significantly cut costs at the Connersville site without cutting the income. Lawrenceburg is has great potential. Business and Nursing are currently offered there and hopefully we will be adding Education this fall. It is a great opportunity for us to be involved in.

We are looking at a number of new degree programs for the undergraduate level. We need to have an extensive portfolio of degree programs in our region in a way that is effective, makes sense and doesn't cost a lot.

We are coming to the end of the hiring process for 15 new faculty members with two in the Social Work Program. We are working on making it easier for Faculty to engage in research. Over the summer we will be negotiating an agreement with Bloomington to see if we can extend a research sponsored program in some form here.

Campus Life has started an athletics program. We will be adding three more sports in this area. We will be working over the summer to create an effective student governance. It will be a council that can vote for members from different schools and have a say in student activity fees. We are working with a number of students to create constitutional bylaws and head in that direction.

Marketing: We are utilizing new marketing strategies. We will be using less newspaper advertisement but more direct advertisement. We will be directing most of our efforts on the web. We are redoing our website and looking forward to faculty feedback. We are creating teaser brochures that will direct people to the web.

Communication: The Chancellor hopes you are satisfied with the level of communication on campus. He looks forward to having lunch with each faculty member. Feel free to contact him with any feedback.

Alumni: We are working with a facilitator on a strategic plan for the Alumni Association. It's time for a change as many of the members have been with us for many years.

Board of Advisors: We have made some changes to the board of advisors. We have added some faculty members to the board to help raise academic awareness.

Advancement/Fund Raising: We have a new strategy for raising money. We are working with the city and community leaders. We are meeting once a month with the Chamber and community officials to develop a shared vision at the community level. We are working with the K-12 program. The School of Education is working on an experimental month long program to help

those who have failed reading on the ISTEP. We have formed a Commission of Diversity & Equity and are putting a diversity plan together.

VI. Academic Affairs Report – Executive Vice Chancellor, Larry Richards

Dr. Richards expressed his appreciation to the faculty for all the work they have done this year. It takes a lot of work to process through the amount of difficult changes that has happened here. Thank you for your efforts. There are more changes coming.

Cheryl Stafford, *Dean of Students*, will be retiring at the end of June. The Academic Affairs aspects of the Dean of Students will be taken care of by Mary Blakefield, *Associate Vice Chancellor for Academic Affairs*. Marcy Heminger, *Secretary to the Dean of Students*, is retiring at the end of May. We hope to hire someone to fill the position soon.

Faculty retiring this year: Tom Osgood, Dianne Roberts and Kris Dhawale. Mike Foos retired in January.

Faculty are invited to join Dr. Richards at Smiley's Pub after Commencement.

VII. Old Business

None.

VIII. New Business

None.

Meeting adjourned at 11:40a.m.

**Indiana University East
Faculty Senate 2008/09**

Membership Roster

NAME		DEGREE	RANK	Tenure Status	School
Armstead	Sheila	MSW	Clin. Assist. Prof	Not Tenured	SWK
Baker	Diane	MSN	Lecturer	Not Tenured	NURS
Baldwin	Lora	MSLS	Assoc. Librarian	Tenured	LIBRARY
Barbre	James	PHD	Assist. Prof.	Tenure-Prob.	EDUC
Barton	Gregory	PHD	Assist. Prof.	Tenure-Prob.	HSS
Battraw	Judith	PHD	Assist. Prof.	Tenure-Prob.	EDUC
Baumann	Paula	MBA	Lecturer	Not Tenured	NURS
Beach	Dale	PHD	Assist. Prof.	Tenure-Prob.	NSM
Beck	Victoria	PHD	Assist. Prof.	Tenure-Prob.	HSS
Bergen	Mardi	MA	Sr. Lecturer	Not Tenured	HSS
Bingaman	Ronald	MS	Lecturer	Not Tenured	NSM
Blakefield	Mary	PHD	Assoc. Professor	Tenured	ASSOC VCAA
Bow	Curtis	MSN	Lecturer	Not Tenured	NURS
Branstrator	Peg	MS	Sr. Lecturer	Not Tenured	NSM
Braxton-Brown	Greg	PHD	Professor	Tenured	BUSE
Breymier	Tonya	MSN	Lecturer	Not Tenured	NURS
Buckner	Brenda	PHD	Assist. Prof.	Tenure-Prob.	EDUC
Bullock	Denise	PHD	Assoc. Prof.	Tenure-Prob.	HSS
Chang	Wendy	PHD	Assoc. Prof.	Tenure-Prob.	BUSE
Clapp-Itnyre	Alisa	PHD	Assoc. Prof.	Tenured	HSS
Clark	Karen	PHD	Assist. Prof. & Dean	Tenure-Prob.	NURS
Cooksey	Ange	MA	Sr. Lecturer	Not Tenured	HSS
Curry	Michelle	MSN	Sr. Lecturer	Not Tenured	NURS
Dempsey	Kelly	MSN	Clin. Assist. Prof	Not Tenured	NURS
DeSantis	Kimberly	MSN	Lecturer	Not Tenured	NURS
Doerger	Dan	PHD	Clin. Assist. Prof	Not Tenured	EDUC
Dulemba	LaDonna	MSN	Lecturer	Not Tenured	NURS
Fell	Mary	MFA	Professor	Tenured	HSS
Felton	Kathleen	PHD	Assist. Prof.	Tenure-Prob.	HSS
Fitzgerald	Ed	JD	Assistant Prof.	Tenured	SWK
Folkerth	Mary	MSN	Clin. Assist. Prof	Not Tenured	NURS
Frantz	David	DMn	Assoc. Prof. & Dean	Tenured	BUSE
Gabston	Mattie	PHD	Assist. Prof.	Tenure-Prob.	HSS
Greer	Kimberly	PHD	Assist. Prof.	Tenure-Prob.	NSM
Harper	Jean	MFA	Assist. Prof.	Tenure-Prob.	HSS
Heffron Williamson	Marsha	MSN	Lecturer	Not Tenured	NURS
Helton	Edwina	PHD	Professor	Tenured	HSS
Henderson	Teresa	MA	Lecturer	Not Tenured	HSS
Huffman	Errol	MS	Lecturer	Not Tenured	NSM
Humphries	Paulette	MSN	Lecturer	Not Tenured	NURS
Jance	Marsha	PHD	Assist. Prof.	Tenure-Prob.	BUSE
Jayasuriya	Kumara	PHD	Assoc. Prof. & Dean	Tenured	NSM

NAME		DEGREE	RANK	Tenure Status	School
Kathuria	Hitesh	PHD	Assist. Prof.	Tenure-Prob.	NSM
Kirk	Elizabeth	EDD	Visiting Lecturer	Not Tenured	EDUC
Knuths	Jennifer	MA	Lecturer	Not Tenured	EDUC
Kriese	Paul	PHD	Assoc. Prof.	Tenured	HSS
Kunshak	Rudy	JD	Assist. Prof.	Tenure-Prob.	BUSE
Lafuze	Joan	PHD	Professor	Tenured	NSM
Ludlum Foos	Catherine	PHD	Assoc. Prof.	Tenured	HSS
Lundy	Duane	PHD	Assist. Prof.	Tenure-Prob.	HSS
Ma	Huafan	PHD	Assist. Prof.	Tenure-Prob.	BUSE
Mahaffey	Jerome	PHD	Assoc. Prof.	Tenured	HSS
Maurer	Judy	MS	Visiting Lecturer	Not Tenured	EDUC
McFadden	Brandon	MA	Lecturer	Not Tenured	HSS
McFadden	Sue	MSLS	Assoc. Librarian	Tenured	LIBRARY
McKinley	Elliott	PHD	Assist. Prof.	Tenure-Prob.	HSS
Morse	Mary Ann	EDD	Assoc. Professor	Tenured	ASSOC VCAA
Nishihara	Laverne	PHD	Assoc. Prof.	Tenured	HSS
Passet	Joanne	PHD	Professor	Tenured	HSS
Paydar	Nasser	PHD	Professor	Tenured	INT CHANCELLOR
Peacock	Frances	MA	Sr. Lecturer	Not Tenured	HSS
Pomper	Markus	PHD	Assoc. Prof.	Tenured	NSM
Ramsey	Robert	PHD	Assoc. Prof.	Tenure-Prob.	HSS
Rankin	Sherry	MSN	Clin. Assist. Prof	Not Tenured	NURS
Richards	Laurence	PHD	Professor	Tenured	EXEC VCAA
Rivard	T.J.	MFA	Professor & Dean	Tenured	HSS
Roswell	Roberta	MS	Lecturer	Not Tenured	NSM
Sabine	Neil	PHD	Assoc. Prof.	Tenured	NSM
Scales	Tim	MS	Visiting Lecturer	Not Tenured	BUSE
Scane	Maureen	PHD	Assist. Prof.	Tenure-Prob.	EDUC
Scott	Walter	MED	Lecturer	Not Tenured	NSM
Seddighin	Morteza	PHD	Professor	Tenured	NSM
Shapiro	Susan	PHD	Assoc. Prof.	Tenured	HSS
Simon	Julien	PHD	Assist. Prof.	Tenure-Prob.	HSS
Slattery	Elizabeth	MA	Sr. Lecturer	Not Tenured	HSS
Stanforth	Diana	MSN	Clin. Assist. Prof	Not Tenured	NURS
Stolle	Cheryl	EDD	Clin. Assist. Prof	Not Tenured	EDUC
Thomas	Tom	MFA	Assoc. Prof.	Tenured	HSS
Thomas Evans	Margaret	MA	Sr. Lecturer	Not Tenured	HSS
Tolley	Rob	MA	Sr. Lecturer	Not Tenured	HSS
Watkins	Marilyn	PHD	Professor	Tenured	EDUC
Wazir	Mohamed	PHD	Assist. Prof.	Tenure-Prob.	HSS
Weber	Gregory	PHD	Assoc. Prof.	Tenured	BUSE
Whitt	Pamela	PHD	Assist. Prof.	Tenure-Prob.	EDUC
Wilde	Jerald	PHD	Assoc. Prof.	Tenured	EDUC
Wilson	Elvinet	PHD	Assist. Prof.	Tenure-Prob.	HSS
Winburn	Emily	MSLS	Assist. Librarian	Tenure-Prob.	LIBRARY

Associate Members of Faculty Senate

NAME		DEGREE	RANK	Tenure Status	School
Blakey	George	PHD	Emerit. Prof.	Tenured	HUM/FINA
Carter	Ron	PHD	Emerit. Prof.	Tenured	HUM/FINA
Dhawale	Kris	PHD	Emerit. Prof.	Tenured	NAT SCI/MATH
Foos	Mike	PHD	Emerit. Prof.	Tenured	NAT SCI/MATH
Fulton	David	PHD	Emerit. Assoc. Prof.	Tenured	HUM/FINA
Grohsmeyer	Fred	PHD	Emerit. Prof.	Tenured	HSS
Turk	Eleanor	PHD	Emerit. Prof.	Tenured	HUM/FINA
Veramallay	Ashton	PHD	Emerit. Prof.	Tenured	BUS/ECON
Vincent	Jane	PHD	Emerit. Assist. Prof.	Tenured	NURS

**Indiana University East
Faculty Senate 2008-09**

Committee Roster

Admissions and Academic Affairs Committee

- Lora Baldwin (Library, '09)
- David Frantz (BUSE, '09)
- Julien Simon (HFA, '09)
- Cheryl Stolle (EDUC, '09)
- Michelle Curry (NURS '10)
- Kathleen Felton (HSS '10)
- Pamela Whitt (EDUC '10)

Budgetary Affairs Committee

- Cathy Ludlum Foos (HSS, '09)
- Emily Winburn (Library, '09)
- Suzi Shapiro (HSS, '09)
- Mort Seddighin (NSM, '09)
- Rudi Kunshek (BUSE, '10)
- Diana Stanforth (NURS, '10)
- Judy Battraw (EDUC, '10)

Curriculum Committee

- Brenda Buckner (EDUC, '09)
- Jean Harper (HFA, '09)
- Maureen Scane (EDU, 09)
- Ron Bingaman (NSM, 10),
- Bob Ramsey (HSS, 10),
- Teresa Henderson (HSS, 10)

Faculty Affairs Committee

- Laverne Nishihara (HSS, '09);
- Denise Bullock (HSS, '09);
- Mary Fell (HSS, '09);
- Emily Winburn (LIB, '09);
- Kumara Jayasuriya (NSM, 10);
- Marilyn Watkins (EDUC, '10).
- Cathy Foos (ex officio as UFC Representative)

- Maureen Scane (EDU, 09)

Nominating Committee

- Denise Bullock (HSS, '09)
- Greg Barton (Chair, HSS, '10)
- Neil Sabine (NSM, '10)

Promotion and Tenure Committee

- Mary Fell (Professor, HSS 09)
- Alisa Clapp-Itnyre (Associate Professor, HSS '09)
- Greg Braxton-Brown (Professor, BUSE '09)
- Neil Sabine (Associate Professor, NSM '10)
- Kumara Jayasuriya (Associate Professor, NSM '10)
- Vacancy ('10)

Lecturer Long Term Contract Review Committee

- David Frantz (BUSE, '09)
- Neil Sabine (NSM, 09)
- Beth Slattery (HSS, 09)
- Rob Tolley, (Sr. Lecturer, HSS, '10)
- Michelle Curry (Sr. Lecturer, NURS, '10)
- Jerald Wilde (EDUC, '10)

**Indiana University East
Faculty Senate 2008/09**

Meeting Dates

August 21, 2008
October 7, 2008
November 4, 2008
December 2, 2008
January 20, 2009
February 3, 2009
March 3, 2009
April 7, 2009
May 5, 2009

With the exception of August 21, all meetings will be in
132 Whitewater Hall, 11:00 am – 12:15 pm.

Indiana University East Faculty Senate 2007/08

President’s Report

Major Senate Action

Conversion to Schools and Revision of Constitution and Bylaws

Interim Chancellor Paydar proposed that academic units at IU East be called Schools and should be headed by Deans. Because organization of faculty is a faculty matter, this change required a revision of the Constitution and the Bylaws of the Faculty Senate. The Faculty Affairs Committee used this opportunity to begin a systematic revision of both documents. The revisions were undertaken in a series of votes. The new Constitution and Bylaws clearly delineate legislative and consultative roles of faculty in governance of the institution and delegate some of the legislative power of the campus faculty to the faculty of individual schools. Further revisions changed the membership of the faculty senate: Emeriti faculty are no longer voting members of the assembly. In addition, the adjunct faculty representation in the senate and in the committees has been eliminated. This change brings Indiana University East’s Constitution and Bylaws in unison with Indiana University policy.

Admissions Policy

The second major senate action item was the revision of the admission policy. The previous admissions policy (passed October 2004) was created at a time when our institution was beginning to shift from open admissions to minimally selective admission. As such, the admissions policy set only minimal standards for admission to the institution, as was mandated by the 2001 Agreement with the Indiana Commission of Higher Education. As Indiana University East wants to be more competitive in recruiting and retaining better students, it must be able to adjust its admissions requirements more frequently. The new admissions policy (passed November 6, 2007) allows the admissions office, in consultation with the Admissions and Academic Affairs committee, to adjust the admissions criteria annually.

Other Proposals

The faculty senate discussed a proposed policy for excused absences of student athletes. The proposed policy was deemed too vague in many respects and returned the committee for revision. The Athletics Committee was not able to present a revised version before the end of academic year.

The curriculum committee presented a proposal for a new minor in informatics. This proposal was discussed in faculty senate, but was lacking clarity in its objectives and

mechanisms for assessment. The proposal is now being considered by the Deans of Business & Economics and Natural Science & Math with the intent of creating a bachelor’s degree in Informatics first.

University Council

Promotion and Tenure Guidelines

In May 2007, the Academic Leadership Council distributed a document from Vice President Bantz, instructing regional campuses to change their guidelines for promotion and tenure. The document appeared to impinge on the legislative authority of faculty to set the standards and procedures for promotion and tenure. This document was briefly discussed (via email) by members of the Faculty Affairs committee and the Promotion and Tenure committee. Following this discussion, the faculty senate president brought the document to the attention of the University Faculty Council and President McRobbie. Neither the president, nor the co-secretaries of the UFC had been aware of the document and its implications. The UFC charged its Faculty Affairs committee with reviewing the Bantz-document. Members of this committee were the Faculty Senate Presidents of the various regional campuses and representatives from IU Bloomington and IUPUI. The committee prepared a response to the Bantz-document, suggesting changes in several critical areas. At this time, the Bantz-document and the committee report are being considered by a joint administration-faculty committee. This systemwide P&T policies review committee has been appointed by President McRobbie and consists of the chief academic officers and the faculty senate presidents of each campus. This committee plans to submit recommendations to the UFC early in the fall semester.

We may anticipate, within the next academic year, a change in the systemwide policy on promotion and tenure, which would then require IU East to adapt its P&T policy and procedure.

Transfer Credit

The UFC discussed and passed a resolution limiting the number of credit hours that can be transferred from two year colleges. This policy limits the number of credit hours that are transferred from community college and can be applied toward baccalaureate degrees to 64 credit hours. Exceptions are made for existing articulation programs, for programs that require more than 64 credit hours to earn an Associate Degree, and for four-year degree programs that are offered by two-year colleges.

Intellectual Property Policy

UFC had passed an Intellectual Property Policy in 2006, but its implementation was stalled by University Council who believed that the policy’s wording was too complicated. A joint committee of faculty and university council staff collaborated in creating a new version. UFC considered this revised version and accepted the changes.

Other Actions of Faculty Senate President

Retention Task Force

The faculty senate president participated in the retention task force meeting with Noel-Levitz consultant David Trites. This task force has identified several strategies to improve retention of our students. One of these strategies involves the creation of a coherent first year experience, including a mandatory freshmen seminar. The faculty senate president was asked create a timetable for the creation of such a seminar.

Priorities for 2008/09

Revision of Academic Handbook

The last edition of the academic handbook became available in CD Rom format in August 2005. Since then, numerous academic policies have been amended, rescinded and added.

In addition, many of our faculty senate policies are not academic in nature: They were inadvertently elevated to the status of faculty senate policy when they were included in the 1995 Academic Handbook. The faculty senate standing committee should identify obsolete policies and should propose that they are officially rescinded.

During the fall semester, the standing committees should focus their attention on proposing changes to academic policies, so that a new academic handbook can be compiled during spring 2009. In particular, the Faculty Affairs committee should create a (single) policy that describes academic ranks at Indiana University East. Our current policies do describe ranks, but are not organized in a coherent way. The Budgetary Affairs committee should identify those sections of the 1995 academic handbook that describe administrative practice at the time (e.g., fee schedules) and recommend those sections for elimination.

Review of Promotion and Tenure Policy

The review of the systemwide requirements for promotion and tenure procedure may make it necessary to revise our own P&T policy. In addition to the requirements that may come from the systemwide P&T policies review committee, the Faculty Affairs committee is aware of several other issues that have arisen in the context of the P&T policy on our campus. These issues partially overlap with those that are currently being discussed at the UFC level and include the size of the dossier, the types of documents that are included, and faculty members participating at several levels within the review process. The Faculty Affairs committee should consider the Promotion and Tenure policy as soon as a final report from the systemwide P&T policies review committee becomes available.

Academic Policies for Student Retention

During the next academic year, faculty senate should strive to implement several policies aimed at improving retention of our students. The most pressing ones appear to be the creation of a first-year seminar that includes diversity, study skills, and financial literacy. Other policies might include mandatory attendance for certain first-year course and an administrative withdrawal policy for students who fail to attend classes.

Respectfully submitted
Markus Pomper
Faculty Senate President

**Indiana University East
Athletics Committee
2007-08 Year-End Report**

Members of the Committee:

Neil Sabine (Chair, NSM, '08);
Sheila Armstead (BSS, '08);
Curtis Bow (NURS, '09);
Cheryl Stolle (EDUC, '09);
Mark Hester (Athletic Director, ex officio);
Dennis Hicks (Registrar, ex officio);
Cory Herman (Student);
Amy Stultz (Student)

Meeting dates: August 22, September 13; electronically through January 27; June 19

Original charge to committee:

- Develop academic policies for student athletes.
Recommended items to consider: Policies for recruiting; academic eligibility requirements; conduct; missed class time.
- Develop a policy that distinguishes between “Club Sports” and “Athletic Programs” (use recommendation of AAA report as a basis).
- Participate in the evaluation of Athletic Director (January)
- Provide the faculty senate with its annual report (May 2008).
The report should include the number of student-athletes recruited for each sport, a summary of expenses and revenues generated and a comparison with the best/worst case scenarios presented to Faculty Senate in April 07.
- Other charges as assigned by Chancellor.

Report of the committee’s activities:

1. Developed an excused absence policy. Taken to Faculty Senate and requested to make revisions. Revisions made and will resubmit to Senate at Faculty Retreat.
2. No policy made to distinguish Club Sports from Athletic Programs as is unlikely that club sports will return and athletic programs delineated by NAIA and KAC.
3. Chair participated in annual evaluation of Athletic Director in January.
4. Student athletes recruited for each sport and summary of expenses of revenues included at end of document compared to WCS (Worst Case Scenario) and BCS (Best Case Scenario). Results were much better than best case scenario. Explanations provided by Dan Dooley and Mark Hester.
5. Committee met with Chancellor in June to discuss implications of additions of sports teams.
6. Committee chair investigated and approved eligibility of all student athletes each semester sports were being played.
7. Committee chair participated on Search and Screen of Assistant Athletic Director and Assistant Basketball coach.

Recommendation of charge for next year: The committee creates academic policies regarding athletics, recommends policies regarding athletics and supervises adherence to these policies.

1. All committee members should read the Athletics policy. This policy should guide the committee's action.
2. The Athletics committee should participate in the development and recommend approval of the plans for addition / elimination of sports or programs, plans for significant revision of athletics facilities and physical plant. The committee should therefore discuss additions and elimination of sports programs. The committee should decide whether the change to the program is significant or minor. If it is significant, the committee should seek approval of the faculty senate before any change is made; if the change is minor, the committee must report the change to faculty senate as an information item.
3. Develop a policy for excused absences of athletes, a policy for eligibility and recruiting standards.
4. The committee is required to submit a report to the faculty senate annually. This report should be given before the senate is asked to vote on renewal of the NAIA membership.
5. Recommendation for (or against) renewal of NAIA membership in March 2009.
6. The committee chair should attend all Agenda Committee meetings.
7. Because this committee has dual reporting lines, additional charges may come from the Chancellor.

Executive Budget Summary 2008
Values and Categories Retained from Last Year
For Comparison Purposes

Basketball (BB)

<u>Revenue and Support</u>	Club Sports	Conference (WCS)	Conference (BCS)	2007-08 Actual As of April 24, 2008
Tuition and Fees (student athletes)*	\$0.00	\$6,222.00	\$24,890.40	\$61,025.00
Game Contracts & Fund Raising	\$2,000.00	\$9,500.00	\$15,000.00	\$12,866.00
Sub-total BB Revenue and Support	\$2,000.00	\$15,722.00	\$39,890.40	\$73,891.00
Expenses				
<u>Salaries and Wages</u>				
Head Coach	\$3,500.00	\$5,000.00	\$5,000.00	\$5,000.00
Assistant Coach	\$2,000.00	\$2,750.00	\$2,750.00	\$1,800.00
Tuition Remission	\$5,947.00	\$5,947.00	\$5,947.00	\$9,869.00
Game Officials	\$1,260.00	\$3,250.00	\$3,250.00	\$4,861.00
Equipment	\$600.00	\$600.00	\$600.00	\$3,093.00
Uniforms	\$2,500.00	\$2,500.00	\$2,500.00	\$8,067.00
Travel				
Team and Meals	\$3,721.00	\$7,475.00	\$4,000.00	\$4,107.00
Recruiting	\$0.00	\$800.00	\$800.00	\$584.00
Facility Rental	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Sub-Total BB Expenses	\$21,528.00	\$30,322.00	\$26,847.00	\$37,181.00
BB Revenue - Expenses	(\$19,528.00)	(\$14,600.00)	\$13,043.40	\$36,710.00

Volleyball (VB)

<u>Revenue and Support</u>	Club Sports	Conference (WCS)	Conference (BCS)	2007-08 Actual As of April 24, 2008
Tuition and Fees (student athletes)	\$0.00	\$6,222.00	\$24,890.40	\$50,922.00
Game Contracts & Fund Raising	\$0.00	\$0.00	\$0.00	\$3,625.00
Sub-total VB Revenue and Support	\$0.00	\$6,222.00	\$24,890.40	\$54,547.00
Expenses				
<u>Salaries and Wages</u>				
Head Coach	\$2,500.00	\$3,000.00	\$3,000.00	\$2,597.00
Assistant Coach	\$1,500.00	\$2,000.00	\$2,000.00	\$2,597.00
Tuition Remission	\$5,947.00	\$5,947.00	\$5,947.00	\$5,924.00
Game Officials	\$960.00	\$1,200.00	\$1,200.00	\$842.00
Equipment	\$750.00	\$900.00	\$750.00	\$2,268.00
Uniforms	\$500.00	\$500.00	\$500.00	\$2,271.00
Travel				
Team and Meals	\$840.00	\$2,100.00	\$2,100.00	\$1,346.00
Recruiting	\$0.00	\$300.00	\$300.00	\$522.00
Facility Rental	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Sub-Total VB Expenses	\$13,997.00	\$16,947.00	\$16,797.00	\$18,367.00
VB Revenue - Expenses	(\$13,997.00)	(\$10,725.00)	\$8,093.40	\$36,180.00

Golf

<u>Revenue and Support</u>	Club Sports	Conference (WCS)	Conference (BCS)	2007-08 Actual As of April 24, 2008
Tuition and Fees (student athletes)	\$0.00	\$6,222.00	\$20,742.00	\$35,459.00
Game Contracts & Fund Raising	\$0.00	\$0.00	\$0.00	\$2,020.00
Sub-total Golf Revenue and Support	\$0.00	\$6,222.00	\$20,742.00	\$37,479.00
<u>Expenses</u>				
Salaries and Wages				
Head Coach	\$2,000.00	\$3,500.00	\$3,500.00	\$2,358.00
Tuition Remission	\$5,947.00	\$5,947.00	\$5,947.00	\$0.00
Game Officials	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$800.00	\$1,000.00	\$800.00	\$2,995.00
Uniforms	\$500.00	\$500.00	\$500.00	\$546.00
Travel				
Team and Meals	\$1,026.00	\$2,000.00	\$1,000.00	\$927.00
Recruiting	\$0.00	\$150.00	\$150.00	\$164.00
Facility Rental	\$1,500.00	\$2,300.00	\$2,300.00	\$995.00
Sub-Total Golf Expenses	\$11,773.00	\$15,397.00	\$14,197.00	\$7,985.00
Golf Revenue - Expenses	(\$11,773.00)	(\$9,175.00)	\$6,545.00	\$29,494.00

<u>Additional Expenses</u>	Club Sports	Conference (WCS)	Conference (BCS)	2007-08 Actual As of April 24, 2008
NAIA Annual Dues	\$0.00	\$5,000.00	\$5,000.00	\$5,200.00
KIAC Annual Dues	\$0.00	\$1,700.00	\$1,700.00	\$2,277.00
Insurance Annual Fee	\$0.00	\$1,000.00	\$1,000.00	\$0.00
NAIA Committee Review (initial year)	\$0.00	\$1,500.00	\$1,500.00	\$0.00
Total Sports Revenue and Support	\$2,000.00	\$28,166.00	\$85,522.80	\$165,917.00
Total Sports Expenses	\$47,298.00	\$71,866.00	\$67,041.00	\$71,010.00
Total Sports Revenue - Expenses	(\$45,298.00)	(\$43,700.00)	\$18,481.80	\$94,907.00

* student athletes are defined as students that attend IUE to participate in conference athletics and would not attend IUE otherwise; calculation of student athlete tuition and fees is based on 12 credit hours, the minimum to be a full-time student; under the worst case scenario (WCS) only 3 student athletes in each sport are recruited; under the best case scenario (BCS) 12 student athletes are recruited for basketball and volleyball and 10 for golf

**Indiana University East
Admissions and Academic Affairs Committee
2007-2008 Year-End Report**

The AAA Committee met monthly on the second Tuesday of the month from 11 a.m. – 12 noon in the Hayes Hall conference room.

The month of April and May no formal meetings were held. The members of the committee did meet on April 15, 2008 to hear two student appeals.

The AAA Committee had seven members and all members attended the meetings and demonstrated leadership and participation in the discussions.

AAA Committee Members for 2007 - 2008

Michele Curry (Chair, Nursing, '08)
Frances Peacock (HFA, '08)
Walter Scott (NSM, '08 – short term)
Lora Baldwin (Library, '09)
David Frantz (BUSE, '09)
Julien Simon (HFA, '09)
Cheryl Stolle (EDUC, '09)

Admission's Policy

The AAA Committee brought forward a new IUE Admissions Policy to the faculty senate and the policy was adopted, by the senate, on November 6, 2007.

Recurring Charges

- **Hear student appeals of suspension and petition for reinstatement.**
- **Consider grade appeals, if any.**

Triple A committee heard and reviewed forty (40) student suspension appeals with thirty-two (32) appeals granted and eight (8) appeals denied. The committee also reviewed and denied two (2) student written requests for grade change.

Ten students were given direction on the appeals process, what to include in their letter, and where to send the letter during the fall (2007) and spring (2008) semester.

The committee designed a packet that was given to each reinstated student at the time the appeal was heard and reviewed. The committee believed having this packet would give more accountability to the student in achieving better grades, enhancing their communication with instructors and advisors, and overall improving their academic performance.

The students were instructed to return the completed packet at the end of the semester to Cheryl Stafford's office. The AAA Committee Chair was/is to receive the completed packet and include it with the student's reinstatement letter.

The committee implemented this packet in August, 2007 at the student appeal hearings.

The packet included:

1. An instructional grid for instructors to fill out five dates and conversations/interactions with the student throughout the semester.
 - a. A place for the advisor to date and comment was also included on this grid
 - b. Two to three grid pages were provided so adequate room would be available for instructors and advisors
2. A page listing three questions to be completed by the student as an intervention to promote
 - a. Identifying areas that led to negative academic outcomes
 - b. How things have changed to provide a more supportive environment for achieving their academic goals
 - c. A plan for being more proactive in achieving better grades
 - i. Utilizing service provided by IUE for students
 - ii. What the student is going to do to improve their academic performance.

On April 9, 2008 at 8 a.m. the above mentioned packet was shared with Noel Levitz representative (Dave Trites). Mr. Trites applauded the committee's initiative in facilitating students in realizing the importance of education and giving direction on how to improve their academic performance. The packet was accepted as a very impressive step towards student retention.

In addition, it was shared with Mr. Trites, the dedication that is demonstrated by each of the members of the AAA Committee to students and the promotion of student academic success.

Student Retention

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's.
- Consider the possibility of administrative withdrawals for non-attending students.
- Consider re-instituting the Early-Warning Cards.

AAA Committee was informed that Noel Levitz and the IUE Retention Committee would be evaluating and giving input regarding student retention. Three members of the AAA Committee are members of the IUE Retention Committee.

The AAA Committee discussed students who register late for classes and what impact registering late had on the academic performance of those students. A summary of the discussion, regarding students registering late, was given to Dave Trites, Noel Levitz representative, on April 9, 2008.

AAA Committee is in the process of developing an Administrative Withdraw Policy and, at present, this policy is in draft form. It is the AAA Committee's intention to bring this policy forward to the IUE Faculty Senate by October or November for approval. There are still parts of the document that need to be discussed and approved by the committee members before the document is ready to be brought forward to the Senate.

AAA Committee had also discussed the Early Warning Cards. Noel Levitz and the IUE Retention Committee will be evaluating and giving input regarding this area of retention.

Thoughts for the Fall Semester - 2008

For fall, 2008, student appeals will be heard and reviewed on Aug 4, 2008 at 8:30 a.m. in the DAR room. It is the chair's hopeful intentions to:

1. Ask members to think about dates that will work for AAA committee meetings in the fall.
2. Distribute a copy of the Administrative withdrawal Policy (draft form) for members to review for the September meeting
 - a. Needed update in information regarding this policy
 - b. SIS concerns
 - c. Additions-revisions
3. Ask members to be thinking about assessing the results of the packet that is given to students being reinstated to see if there are areas we need to "tweak".
 - a. Is the process working?
 - b. Consequences when the packet is not completed
 - c. Any additions to the packet?

2008-2009 Members: (Numbers in parentheses indicate year term ends.)

- Lora Baldwin (Library, '09)
- David Frantz (BUSE, '09)
- Julien Simon (HFA, '09)
- Cheryl Stolle (EDUC, '09)
- Michele Curry (NURS '10)
- Kathleen Felton (HSS '10)
- Pamela Whitt (EDUC '10)

I wish to thank the Admissions and Academic Affairs Committee for their hard work, caring and supportive attitudes to students, and dedication to Indiana University East. You are a wonderful, hard-working committee and you need to be applauded and know you are appreciated.

Respectfully Submitted,

Michele C. Curry MS, RN
Senior Lecturer – School of Nursing
Admissions and Academic Affairs Committee Chair

**Indiana University East
Budgetary Affairs Committee
2007-08 Year-End Report**

Members of the committee

Kelly Dempsey (NURS, '08)
Vandana Rao (Co-Chair, BUSE, '08)
Judy Batdraw (EDUC, '08)
Cathy Ludlum Foos (Co-Chair, HFA, '09)
Emily Winburn (Library, '09)
Suzi Shapiro (BSS, '09)
Mort Seddhigin (NSM, '09)

Meeting dates: Oct 4th, Nov 7th, Dec 3rd, March 5th and April 1st.

Original charge to committee

- Become familiar with budget.
- Evaluate the Institutional Action Plan (Begin with considering the items with highest priority first)
- Determine the projected cost and projected revenue associated with each plan and rate individual items in the plan based on their fiscal feasibility.
Report the findings to faculty senate.

Report of the committee's activities

- a) The Chancellor delivered a brief presentation on RCM to the BAC committee.
- b) The committee was asked to provide input on Administration's proposed Faculty Support Document. This feedback was shared with faculty senate president, the faculty affairs committee and administration.
- c) The Chancellor proposed raises for promotion and BAC was asked to comment. BAC met once on this issue and submitted comments on the proposed raises to the faculty senate president.
- d) The Chancellor provided BAC with the proposed budget plan under RCM.
- e) BAC was asked by faculty senate president to take a vote on whether or not they wished to discuss salary issues. The vote was in the affirmative, but it was almost year-end, and we agreed that the next committee could consider this issue.

Recommendation of charge for next year

These are possible tasks which came up in committee discussions and in e-mail directives from the faculty senate president

- a) Identifying those policies, deleting the questionable portions and creating a new policy for salary raises with promotion, which would then be clearly labeled a "Joint Policy of Faculty and

Administration”. This would allow us to keep a policy that specifies increases in salary with promotion, while making it clear that the policy is approved by and binding on the administration.

b) Examine faculty salary issues

c) BAC could consider drafting a mechanism to be informed about individual schools’ budgeting. It was suggested that one BAC meeting out of the year be set aside for all Deans to attend a BAC meeting and explain how they intend to spend their budget in the next fiscal year. We could consult with other regional campuses to see what their models are. This may be a good charge for BAC in the next academic year; to consider the idea and possibly research other regional campus models.

**Indiana University East
Curriculum Committee
2007-2008 Year-End Report**

Members:

Robert J. Ramsey, Chair (BSS),
Ron Bingaman (NSM),
Brenda Buckner (EDUC),
Jean Harper (HFA),
Jennifer Knuths (EDUC),
Mary Ann Morse (EDUC),
Suzi Shapiro (BSS)

Meetings held: 7 (plus several meetings via email)

Major Actions:

New Degree Program Approved

- Bachelor of Science in Communication Studies

New Courses Approved

- MATH M123 – College Algebra
- MATH L123 – College Algebra Laboratory
- PHYS P104 – Concepts in Physical Science

Revisions to Current Programs Approved:

- Revision of Associate of Science Business Degree
- Revision of Bachelor of Science in Business Administration Degree
- Revision of Certificate of Hispanic Studies

Courses Brought Off the Master Course List:

- MATH M415 – Elementary Complex Variables
- ENG G600 – History of the English Language
- ENG H140 – Advanced Freshman Composition
- INFO I210 Information Infrastructure I
- INFO I211 Information Infrastructure II

New Policy Implemented:

- Resolution to rescind ENG W131 Exemption Policy
- Resolution to change the name of the Bachelor of Arts in Communications degree to Bachelor of Arts in Communication Studies.
- Resolution to endorse offering the existing statewide Master of Social Work degree at IU East.

- Resolution to approve Bylaws of the IU East Faculty Senate Constitution to require the curriculum committee to confirm that units affected by curricular changes have been consulted prior to the committee's approval of the changes.

New Policies Comments

- Community College Transfer Credit Policy

Other Programs Reviewed But No Final Action Taken:

- Minor in Informatics
- Freshman Seminar
- Online Cohort Based Degree Completion Program
- Distance Education Packaging and Bridge Curriculum
- Learning Communities
- Course Scheduling
- Streamlining Existing Course Adoption Procedure
- Institutional Program Requirements

Submitted by Robert Ramsey

**Indiana University East
Faculty Affairs Committee
2007-2008 Year-End Report**

Members of the Committee

David Frantz (BUSE '08, ex-officio)
Sherry Rankin (NURS '08)
T. J. Rivard (HSS '08)
Mort Seddighin (NSM '08, short term, on sabbatical S'08)
Denise Bullock (HSS '09)
Mary Fell (HSS '09)
Laverne Nishihara (HSS '09, chair)
Emily Winburn (LIB '09)

Meeting Dates

The Faculty Affairs Committee (FAC) met on 9-11-07; 9-25-07; 10-9-07; 10-23-07; 11-13-07; 11-27-07; 12-11-07; 1-22-08; 2-12-08; 2-26-08; 3-11-08; 3-25-08.

Original Charges to the Committee

The following is a full quotation of the original charges to FAC for 2007-2008 as they appeared in Circular E05-08:

“Faculty Senate Membership Rules and Faculty Handbook

- *Amend membership rules so that emeriti are no longer members*
- *Evaluate whether membership can be changed so that faculty who are on leave (sabbatical, family, or professional) can be temporarily excluded from membership.*

Promotion and Tenure Policy

- *Clarify the role of annual reviews and student evaluations in P&T document.*
- *Consider the suggestions for P&T dossier organization and size as proposed by P&T committee.*
- *Develop ways of accounting for recurring academic overload in P&T decisions.*
- *Ensure that the expectations for the P&T dossier described in the P&T policy are in compliance with the expectations from the President's office.*
- *Consider the feasibility of different workload preferences for faculty.*
- *How could varied workload preferences be considered in P&T decisions?*

Changes to Bylaws

- *Evaluate the chair evaluation policy and propose changes as needed.*
- *Make adjustment to Faculty Senate President summer stipend so that it is linked to average faculty pay increases.*
- *Include Chair of Athletics Committee in Agenda Committee.*

Recurring Charges

Continue to monitor for accuracy any additions and deletion of faculty senate policies from the academic handbook/faculty senate website. Prepare the collection of policies for a new version of the campus handbook in August 2008.”

Additional Charges

FAC received the following additional charges and requests in the course of 2007-2008:

- The proposed conversion from divisions to schools required changes to the IUE Constitution. These changes became FAC’s primary focus in Fall 2007.
- FAC was asked to review the Faculty Support Proposal draft and the Deans’ Responsibilities document.
- FAC was asked to address the possibility of policy changes: a term limit for the Faculty Senate President, and a term limit for members of the Promotion & Tenure Committee.
- FAC was asked to discuss the possibility of developing a process and instrument for an annual review of the chancellor.

Report of the Committee’s Activities

- Following discussion, FAC decided not to recommend that the Athletics Committee chair be made a member of the Agenda Committee. Reasons included the following: the nature of the Athletics Committee was different from that of Senate standing committees, and once policies were established, the Athletics Committee would seldom be on the Senate agenda over the course of an academic year.
- Promotion & Tenure: FAC began reviewing the April 2007 recommendations of the IUE Promotion & Tenure Committee, and reviewing the April 2007 statement from the Office of the Executive Vice President about promotion and tenure. FAC had planned to propose revisions to IUE’s p & t policy. However, the statement from the Office of the Executive Vice President had the potential to affect p & t policies on all IU campuses. It was announced that the statement would be examined by University Faculty Council. Pending the outcome of this examination, FAC decided to postpone revisions to IUE’s policy.
- FAC resumed its examination of the division chair review instrument and policy. Due to the possible and then actual conversion from chairs to deans, FAC postponed any proposed revisions to the chair review instrument and policy until the responsibilities of deans were clarified and finalized.
- IUE Constitution revisions: FAC first worked on revisions to Article 2 of the IUE Constitution. These had priority due to the proposed conversion from divisions to schools. The revisions listed areas of the Faculty Senate’s legislative authority and areas of School Faculty’s legislative authority. The revisions also listed areas of faculty’s recommending and consultative authority. The Faculty Senate voted to approve these revisions during the December 4, 2007 meeting. FAC then worked on revisions to the Constitution that addressed associate faculty members (part-time, adjunct, emeriti, visiting) and faculty on leave. The revisions stated that they had all rights and privileges in Senate except for the vote, with some provisions for faculty on leave. Faculty Senate voted to approve these revisions on March 4, 2008.
- IUE Bylaws revisions: FAC worked on revisions to the description of the Faculty Senate President’s summer stipend. The Senate approved these revisions on March 4, 2008.

FAC then worked on other Bylaws revisions, including clarifications, revisions to committee descriptions, updates to administrative officers' titles, and revisions to processes for updating and maintaining the Academic Handbook. Faculty Senate voted to approve these revisions on May 6, 2008.

- FAC began to discuss the Faculty Support Proposal draft, which was referred to the Budgetary Affairs Committee. FAC discussed the Deans' Responsibilities draft, and offered some comments to the Executive Vice Chancellor for Academic Affairs during a School meeting.
- FAC considered the idea of proposing term limits for the Senate President and members of the P & T Committee. FAC decided not to pursue these proposals due to considerations including the possibility of not having enough faculty members available and willing to serve in these positions each year, and the fact that faculty members select people for these positions through elections.
- FAC considered the idea of developing an instrument and process for an annual review of the chancellor, but decided against it due to its not being part of the charges to FAC.

Recommendation of Charges for 2008-2009

IUE Bylaws Revisions

- In consultation with administrators and faculty members, work on revisions to the chair (now dean) review process and instrument, including recent changes to the title and the responsibilities.
- Propose changing "divisions" to "schools" in the language of the Bylaws.

Promotion & Tenure Policy

- Review the recommendations of the IUE P & T Committee from Spring 2007.
- Determine which revisions to IUE's P & T policy should be proposed in light of the Office of the Executive Vice President's statement, which is being examined by UFC, and which revisions must await the outcome of UFC's examination.

Academic Ranks Policy

Develop a coherent listing of academic ranks at IUE, summarizing the credentials and responsibilities of each (currently, ranks are described in separate policies).

Recurring Charge

As necessary, work on revisions to the Academic Handbook in consultation with the Faculty Senate President and the Executive Vice Chancellor for Academic Affairs.

Respectfully submitted by Laverne Nishihara

**Indiana University East
Lecturer Long Term Contract Review Committee
2007-08 Year-End Report**

Members: David Frantz, Neil Sabine, Michele Curry, Paul Kriese, Beth Slattery, and Rob Tolley (on sabbatical).

Chair: Michele Curry

Three dossiers were reviewed for the senior lecturer promotion

All three dossiers were reviewed and discussed by members of the committee. With complete consensus, all three dossiers were recommended for promotion to Senior Lecturer status.

Recommendation letters, on behalf of each candidate, summarizing the committee's decisions, were written by the committee and delivered to the Executive Vice Chancellor's office on December 12, 2007.

Discussions arose, while reviewing the dossiers, regarding the need of a more structured format for the dossiers. Also the committee voiced concerns that having the guidelines that each school uses to evaluate Lecturers for the Senior Lecturer promotion would be helpful to the committee.

The committee noted differences in each of the dossiers and while they were excellent representation of the abilities of the candidates, they were all structured differently. Also having the guidelines for the process of applying for Senior Lecturer was discussed and questions about faculty being informed and knowledgeable about this process were a concern.

The committee concerns and discussion topics were shared with Laurence Richards, Executive Vice Chancellor.

Respectfully Submitted,

Michele Curry, MS, RN
Senior Lecturer – School of Nursing
Chair of Lecturer Long Term Contract Review Committee

**Indiana University East
Promotion and Tenure Committee
2007-08 Year-End Report**

Members of the committee

Neil Sabine (NSM, '08, co-chair), Marilyn Watkins (EDUC, '08, co-chair), Kris Dhawale (NSM, '09), Mary Fell (HFA, '09), Joanne Passett (HFA, '09), David Frantz (BUSE '08 - short term).

The Promotion and Tenure Committee reviewed five cases during the 2007-2008 academic year.

Submitted by Marilyn Watkins and Neil Sabine

**Indiana University East
Faculty Senate 2008/09**

Goals and Committee Charges

The faculty at Indiana University East must take charge at shaping our academic policies so as to attract and retain qualified students. We must prepare our new students to meet the academic rigor of university level courses. The Retention Task Force, under the guidance of Noel Levitz, has recommended a coherent First Year Program as a first step. This First Year Program should include a freshmen seminar which emphasizes the building of academic interest and skill. Other initiatives could include learning communities in the first year, mandatory attendance, and standards for academic rigor in the first year. Consequently, the efforts of the faculty senate committees should focus on the creation of this First Year Program.

Secondly, the Academic Handbook is once again out of date. Faculty Senate committees should take an active role in weeding and pruning the faculty senate policies so that the collection of our policies can be bundled into a coherent academic handbook.

Admissions and Academic Affairs

Overall Goals:

Develop the academic aspects of a coherent first year experience for students.

Weed and prune the 1995 Academic Handbook.

1. Develop an academic policy for mandatory attendance verification for First Year Experience courses with feedback to students after two absences.
2. Develop an administrative withdrawal policy. This policy should permit faculty to withdraw students from classes who are not attending and/or do not meet the prerequisite courses.
3. Consider (AAA-related) Policies in Academic Handbook and determine whether they are obsolete. If obsolete – recommend for rescinding. (Must be completed by December 2008!) If AAA finds policies that are in effect, but are not followed, determine a suitable course of action.
4. Review the effectiveness of the student appeals process. Use data to track students who had previously appealed and were reinstated. Evaluate the success rate of these students.
Decide on a uniform approach to deal with students who are suspended from Bloomington and who wish to come to IU East to increase their GPA. AAA may communicate its decision to Faculty Senate as an information item.
5. Discuss whether it is desirable to create a policy that outlines how exceptions to academic policies can be granted.

Athletics Committee

The committee creates academic policies regarding athletics, recommends policies regarding athletics and supervises adherence to these policies.

1. All committee members should read the Athletics policy. This policy should guide the committee's action.
2. The Athletics committee should participate in the development and recommend approval of the plans for addition / elimination of sports or programs, plans for significant revision of athletics facilities and physical plant.
The committee should therefore discuss additions and elimination of sports programs. The committee should decide whether the change to the program is significant or minor. If it is significant, the committee should seek approval of the faculty senate before any change is made; if the change is minor, the committee must report the change to the faculty senate as an information item.
3. Develop a policy for excused absences of athletes, a policy for eligibility and recruiting standards.
4. The committee is required to submit a report to the faculty senate annually. This report should be given before the senate is asked to vote on renewal of the NAIA membership.
5. Recommendation for (or against) renewal of NAIA membership in March 2009.
6. The committee chair should attend Agenda Committee meetings at least twice each semester.
7. Because this committee has dual reporting lines, additional charges may come from the Chancellor.

Budgetary Affairs

Overall Goal:

Make budgetary recommendations to schools and to campus.

Weed and prune the 1995 Academic Handbook.

1. BAC should consider drafting a mechanism for providing input into individual schools' budgeting. It was suggested that one BAC meeting out of the year is set aside for all Deans to attend a BAC meeting and explain how they intend to spend their budget in the next fiscal year. BAC could consult with other regional campuses to see what their models are.
2. BAC should identify those policies, and any other policies related to specific calculations of faculty salaries, and recommend deletion of any questionable or out-of-date portions. Discussions with deans, the executive vice chancellor and/or the chancellor about calculation of salaries and salary raises could serve to review and clarify practices, and raise any issues of concern.
3. Identify "Policies" from 1995 Academic Handbook that more accurately should be described as "Administrative Practice". Determine whether they are faculty-legislative or faculty-consultative; and whether they are obsolete or not. Suggest

- ways of dealing with those policies (rescind or revise). This should be completed by December.
4. Examine Faculty Salaries. BAC may consider faculty salaries and compare them to the salaries at similar institutions. This may include considerations such as rank, median and variance of incomes. If needed, BAC may recommend how to address any inconsistencies, but it should avoid analyzing individuals' salaries.

Curriculum Committee

Overall Goals:

Develop the curricular aspects of a coherent First Year Experience.
Weed and prune the 1995 Academic Handbook.

1. Propose an amendment to the General Education framework and include a mandatory First Year Seminar. Develop rigorous academic standards for first year courses (time management, quality and quantity of assignments, attendance – building positive study habits).
2. Consider making learning communities mandatory (by linking them with the Freshmen seminar)? Develop a list of course that can be linked to the First Year Seminar. Consider recommending training standards for faculty in First Year Experience courses.
3. Identify curriculum-related policies in Academic Handbook and determine whether they are obsolete. If obsolete – recommend for rescinding.

Faculty Affairs

Overall Goal:

Lay the groundwork for a complete revision of the Academic Handbook (to be completed by May 2009)

1. Develop a coherent listing of academic ranks at IUE, summarizing the credentials and responsibilities of each (currently, ranks are described in separate policies). It should serve as a “Cover Page” in the final version of the academic handbook for policies appertaining to academic ranks at IU East.
2. In consultation with administrators and faculty members, work on revisions to the chair (now dean) review process and instrument, including recent changes to the title and the responsibilities.
3. Propose changing “divisions” to “schools” in the language of the Bylaws.
4. Revise P&T policy as to address the concerns of Malik et al. and the recommendations of the 2007 P&T committee. The committee should delay work on the P&T policy until a final report from UFC becomes available.
5. Assist the Senate President and the EVCAA in creating a revised version of the Academic Handbook.

Nominating Committee

1. Hold elections according to Constitution and Bylaws.
2. Create a manual for future nominating committees. This manual should describe the process to be followed in each election throughout the academic year. It should reference the relevant sections of the Bylaws or other policies, and it should identify practices the committee has followed in the past.

Promotion and Tenure Committee

Lecturer Long Term Contract Review Committee

Review cases for Promotion, Tenure or Long Term Contract according to policy.
Report problems in respective policies to Agenda Committee.

Indiana University East

Policy for the Approved Absence of Students Participating in Athletic Events

Introduction

Student athletic programs are a longstanding and integral part of Indiana University. Participants in the University's athletic programs - students, coaches, and other faculty and staff are covered by the laws, regulations, policies, and procedures applicable to other members of the University community. In addition, these participants and Indiana University East are subject to a wide variety of requirements promulgated by Indiana University, the National Association of Intercollegiate Athletics, and federal and state government authorities designed to protect student athletes, ensure the integrity of the University's athletic programs, and promote fair competition. Indiana University East is committed to full compliance with all of these requirements.

Students participating in scheduled, Indiana University East approved athletic events may occasionally be unable to attend class. In cases where travel is required, students must attend all classes which do not conflict with the latest possible departure time. It is the basic assumption that students participating in athletic events are first and foremost students and are required to attend all classes, but for regularly scheduled games and competitions, faculty will regard these as approved absences.

Approved absences do not include practices. It is incumbent upon coaches to make it clear that there will be no tolerance for athletes missing class to attend practice. Practice times should be scheduled well in advance so students can minimize conflicts between class and practice times.

Procedure:

1. During the first week of class, students will make faculty aware of the dates where conflicts will occur during the semester. Faculty will then inform students if accommodations can be made and, if so, provide students with a general understanding of what the accommodations will be.
2. Students bear the ultimate responsibility for learning missed class material. Accommodations made by faculty are intended to maximize their academic success.
3. Faculty will not place restrictions on approved absences. If faculty believe accommodations cannot be made they will inform students of this during the first week of class.
4. To avoid misunderstandings, accommodations should be written and signed by faculty and student. A copy of this document should be made available to the coach.
5. Faculty concerns about abuses of approved absences will be directed to the Faculty Athletic Representative. If concerns cannot be resolved to the satisfaction of all parties, then the matter will be brought before the Vice Chancellor of Academic Affairs who will make the final decision.

Confidential

(Two pages of Confidential Information have been deleted)