

Faculty Organization Executive Committee Meeting  
November 1, 2019  
Library 110  
12:00-2:00pm  
Minutes

In Attendance: Susan Zinner (President), Kris Huysken (Vice President), Bill Dorin (COAS), Axel Schulze-Halberg (COAS), Vesna Balac (CHHS), Alicia Wright (SOA), Sharon Pratt (SOE), Scott Hudnall (Library), Mark Baer (At Large), Crystal Shannon (At Large), Andrea Griffin (UFC), David Parnell (Secretary)

1. Called to order at 12:00pm.
2. Approval of minutes: October 9, 2019
  - a. Approved without amendment.
3. Susan Zinner, President
  - a. Retirement change: Still come confusion over the retirement account change and mandatory switch to Fidelity. Doing this change fairly quickly as we are is routine at most institutions. It is unlikely that the move will be affected by the markets. People in TIAA-CREF who are moving assets to the new Fidelity accounts will have their assets valued at 4:30PM on January 3<sup>rd</sup>, 2020 and will be cashed out and moved into the new Fidelity accounts on January 6, 2020. Faculty members are encouraged to participate in the joint sessions or to sign up for individual consultations. Faculty Question: Will these dates be announced? Answer: Yes, information will be mailed out this week, and these dates will be announced at the information session on November 7<sup>th</sup>. Faculty Comment: The fact that there is only one information session is ridiculous and unfair. Why should faculty have to cancel class to attend this information session? Faculty Comment: I am only going to have a partial class that day. Faculty Comment: Maybe the session could be recorded for those who cannot attend.
  - b. UFC Discussion on Consensual Relationships between Faculty and Students: A current draft policy suggests that such relationships should be reported to the department chair or dean and that the student cannot be in the faculty member's class. There was discussion about whether this went far enough or whether such relationships should just be banned overall as has happened at the University of Michigan. There was also a question of whether there should be a tiered policy, with a different set of rules for faculty engaging in relationships with undergraduates and graduate students. The argument against a blanket ban is that this would encourage such relationships to go undisclosed. Faculty Question: Does this include working with a faculty member in the department and not just taking classes? Answer: I think that it included any reporting relationship. Faculty Question: The policy would still remain that a faculty member cannot have a relationship with a student in their class or under their research direction?

Answer: Yes. Faculty Question: What was the problem? Answer: Some faculty prefer a blanket ban on any relationships between faculty and student. We will continue the discussion at the meeting on November 12 and I will keep you posted.

- c. Nominations: Nicole Anslover sent out this morning a list of faculty eligible for the Faculty Board of Review. Please self-nominate or nominate others so that we can have an election in late November. We need to elect five so we probably need seven to eight candidates.
- d. New Business: What did everyone think about how Faculty Organization went when we moved New Business to the beginning? Faculty Comment: I thought it went well. Faculty Comment: I thought that it was great that we still got out early. Faculty Comment: It was nice that it caused presentations to be squished at the end to leave more time for faculty discussion at the beginning. Faculty Comment: Maybe we should keep a list of old business items and then bring them back to the floor intentionally each meeting if there are important updates. Susan: That's a good idea. I will have to rely on the minutes. Faculty Comment: We can copy over new business items from previous meeting to agenda for next meeting, but curate it and delete items that will not require a follow-up like event announcements. Faculty Question: Do you generally know when a faculty member wants to bring up a big item of new business? Answer: Usually, but not always.
- e. Academic Affairs Committee Policies (See Attachment #1): Cross-listing graduate courses requires "additional assignments/exams." Faculty Comment: I have a problem with the word "additional" here. What if a course does not add extra assignments, but using different kinds of assignments? Sometimes taking a 300-level course and turning into a 500-level course may not actually require an additional assignment. Faculty Comment: What if we make it "additional work?" Faculty Comment: Looking at the wording, we could just remove the word "additional." Faculty Comment: I like that. Faculty Comment: I agree with that. Faculty Question: Why is the Academic Forgiveness Policy being renamed Academic Renewal Policy? Answer: I am not sure. Perhaps this is Cynthia's suggestion. Faculty Comment: I like it. Susan: Does anyone have any other questions or comments about these policies or the course auditing policies? Nobody raised further issues.
- f. Faculty Committees: Some committees have only one or two people doing the work and it seems strange to call that a committee. Faculty Question: How do we report whether faculty participate in faculty governance? We cannot tell the difference between some faculty member who attends their committee meetings and one who does not. There should be some way. Faculty Question: What kind of sanctioning would take place then? Answer: It would be up to your director or chair or dean who reviews your annual report. Faculty Comment: Some faculty brag about being on committees that do not do anything. Faculty Comment: We intentionally try to not assign non-tenured faculty to committees with heavy workloads. Faculty Question: Is the issue of faculty committee participation something that we can refer to the Faculty Affairs Committee? Susan: I will pass this question on to that committee.

4. William Lowe, Chancellor

- a. I do not have a particular report so I would be happy to respond to questions that folks may have.
- b. Faculty Question: I would like to continue to learn more about our relationship to Ivy Tech and particularly sharing classrooms. What is your perspective on that?  
Answer: We have an agreement that is based on the state's agreement to build the building. The proportion of the building assigned to Ivy Tech has not changed and they pay rent to help with the upkeep of the building. We swapped out one office room so that our transfer coordinator could be housed in that building. We do not have any intention of changing the agreement, but Ivy Tech has expressed interest in having additional classroom space. We will look into that, but it will not be classes in the A&S building. I did give them a room in the library, since they did not plan to have a library in the A&S building. I think this is good because it gets their students on this side of the street and gives us an opportunity to recruit their students. We should not see any change in the basics of the relationship in the A&S building. Faculty Comment: I think it would be nice if there was a set location in the building for IUN students to go with questions and for Ivy Tech students to go with questions. I often find students wandering the hallway and have to tell them where to go. Answer: I hope you sent them to the transfer office. Faculty Question: Is it true that Ivy Tech tried to get our classrooms at the beginning of the semester and we moved classes to prevent them? Answer: There is some truth to the rumor, but I get tired of talking about it, and we use our space because it is a good building. Both campuses want the classrooms because they are good classrooms. Faculty Question: Is there a scenario where IU might incorporate Ivy Tech into IU in some way? For example, Purdue took Kaplan, and I think Georgia State took a community college. Answer: There are several examples of that in Georgia, but it's a different story altogether. I cannot imagine IU doing something similar. Ivy Tech expanded very quickly, rented and built things all over the state, but is now contracting, trying to end leases and divest property. This is a difficult thing, because local legislators defend these facilities. Ivy Tech will be with us for a while, so finding ways to work with them productively has got to be the long-term view.
- c. Faculty Question: While we are on the subject of Ivy Tech and the A&S building, are there plans to create more parking next to the building? Chancellor: The short answer is yes. Part of it is a matter of accumulating enough lots, and we have recently acquired several additional lots near the building. But once there are enough lots, we need to wait for the ground to settle for at least a year. That's why the Lindenwood plot is still wild. Finally, we need to have money to be able to build parking lots, which are expensive and have a lot of building standards.
- d. Chancellor: Mark, your show opens tonight? Mark: Yes, the show opens tonight. We have been very busy trying to elevate the quality of the show and we have promoted the show heavily in local media. The show runs for three weekends and gives time for word of mouth to grow. Chancellor: Did we get anything resolved on sound? Answer: I am hoping so, yes. If you are asking if the building is fixed, I

don't think so, but I am hopeful that audio amplification will be functioning for the show.

5. Interlude (Additional discussion between leadership appearances)

- a. Study Abroad: Scooter Pegram sent an email bringing up study abroad programs. IUN is one of the least represented campuses in study abroad programs and students participating. There is money but we need to have programs in place. He suggested creating a new faculty committee to promote this. Susan: We already have a committee for International Affairs, so this would be a good committee to look at this issue and to promote the creation of study abroad programs.
- b. Faculty Question: Is there a written agreement on sharing the building with Ivy Tech? Faculty Comment: Allegedly. We don't know. Faculty Comment: We have never seen it or been told details about it. Faculty Question: Does that mean there is concern there could be a gentleman's agreement? Faculty Comment: We just don't know. This is the problem with not being transparent. Rumors emerge. Faculty Comment: We want to know what our boundaries are. We want to be good partners and not be adversarial, but we don't know how it goes. Faculty Question: Where is this IUN transfer office that is supposed to be in A&S? This is the first I heard of it. Faculty Comment: I think it's on the first floor, south side. Faculty Comment: Maybe we should specifically say what we want is a welcome desk on the first floor of the north side of the building. Faculty Comment: We do not know if we have control over rooms there. They might be Ivy Tech spaces. Faculty Comment: Well we could suggest it and then let the administration tell us that. Faculty Comment: Perhaps the box office on the second floor could be an IUN welcome desk, but it would need to be manned.

6. Vicki Roman-Lagunas, EVCAA

- a. Pizza and Parking: I think the students are really excited about this. I hope it does something to get more students registered early.
- b. IUOCC: There is great confusion about this. I did receive the dollar numbers for our own students who took classes through IUOCC, but there are also the students from other campuses who took courses with our faculty. We doubled the revenue from last fall to this fall for those students. This is a good thing! This money comes in as undifferentiated but it should be fixed for next semester to come in appropriately credited to each department.
- c. SOA: I have put together a draft on P&T guidelines for SOA based on our discussion (Attachment #2). This is seriously a draft so give me feedback in case I remembered our conversations wrong. Faculty Question: So if someone from SOA is added to the All-Campus Tenure Committee, that means an additional member of the committee, yes? Nobody is being removed? Vicki: That's right. Faculty Comment: No active SOA faculty are full, so it would be an associate. Vicki: Yes. Do you all want to wait and talk about this next meeting? Faculty Comment: What is there to talk about? This looks straightforward and is a good characterization of our discussion. Faculty Comment: I think it would be good to

get a member of SOA on All-Campus this year. Faculty Comment: I think we should remove the word “regional” from the description of other IU campuses for department committee. Faculty Question: Why does it say chair is skipped? Don’t all departments have chair? Faculty Comment: Some of the units in SOA are programs rather than departments. The terminology is very troublesome. Technically Fine Arts has always been a department, but if the main definition is the number of faculty, it is a program now, but does that mean anything? Vicki: For me, a department is a unit and a program is a curriculum. Faculty Comment: There is no important distinction. I don’t like changing the name of the unit because of the number of faculty. Faculty Question: Where does it say that there has to be 3 faculty members to make a department? Faculty Comment: I have only heard it from Dean Hoyert. Vicki: Perhaps we should have a discussion about what is a program and what is a department, but I do think adding another administrator when there are not enough faculty to administer seems problematic. Faculty Comment: Patrick Johnson was hired in communication as a program coordinator. How does he go to being a department chair later? Vicki: There was a discussion about equity between the units of SOA, that all should be departments or programs. Faculty Question: Does this mean all programs will have program coordinators? Vicki: That’s a good question. We need to get together and discuss these things. Faculty Question: Does that mean Communication is getting demoted? Vicki: No, absolutely not. Why does not using the word department imply a demotion? Faculty Comment: If anyone here had their department changed to a program, how would you feel? Faculty Question: Does the program coordinator still mentor faculty and handle annual reviews? Answer: Yes to the first, no to the second. And they would not participate in tenure reviews as chairs. Faculty Comment: This seems like a good item for discussion in the future group we will form about this. I think removing the word “program” from the document entirely would be great and would remove any future confusion on the issue of department/program terminology. Vicki: Great. Faculty Comment: I think it would be great to have three departments in SOA and each to have a coordinator. Vicki: I will remove the word program in the document. And we want to have a SOA faculty on the All-Campus committee? Faculty Comment: Yes, this seems to be important. Vicki: Okay, can we pass this document on as a draft to the working group from SOA? Faculty Comment: Yes.

- d. Accreditation and Positions: We are now on a new pathways for success process of accreditation. There is a need to evaluate academic programs and assess their success. Doing this assessment is an increased responsibility for the assigned administrator/faculty member, which explains the change in job title. Whenever I do something, it is something that I think is right for the campus.
- e. Policies: There is a policy on interim appointments (<https://www.iun.edu/administration/resources/campus-policies.htm>). It is hard to know what certain policies are or if there even are policies for certain issues. Even just Academic Affairs policies are not particularly well organized or easy to find. Faculty Comment: Perhaps the IU people can make suggestions on how we can aggregate our policies. Faculty Comment: The policies should be organized in

wiki format to make them searchable and have tags. Our Academic Bulletin should be a wiki as well. Vicki: Our bulletin should be. I think Cynthia is working on a revamp of the way the bulletin is presented online.

- f. Faculty Question: How long is IUN on the hook for a faculty member who has been for a long time on assignment somewhere else? Vicki: I am not sure. To be honest, this comes back to the chancellor. He is the one who makes that decision. Faculty Question: So you are saying this is the chancellor's decision? Vicki: No, this is an IU thing. Faculty Question: So you are saying that this could go on forever? Vicki: I do not see it going on forever, no, I just don't see it getting resolved this year.
7. Agenda items for November 15, 2019 Faculty Org meeting
    - a. Bill Allegrezza wants to present Academic Affairs Committee policy recommendations.
    - b. Chris Young or another committee member will present a summary of the report on Teaching Excellence that was requested by John Applegate.
    - c. John Novak wants a couple minutes to remind faculty of the HERI Faculty Survey.
  8. New Business
    - a. None was presented.
  9. Old Business
    - a. None was presented.
  10. Adjourned at 2:09pm.

Attachment 1:

Policy Recommendations from the Academic Affairs Committee

**FACULTY AFFAIRS POLICIES:**

**1. Indiana University Northwest Policy on Combining Undergraduate and Graduate Level Sections**

To maintain the integrity of the programs and degrees offered at Indiana University Northwest, the following policy has been established for combining undergraduate and graduate sections.

**2. Combining 300 and 400 level courses with 500+ level graduate courses**

Only undergraduate courses numbered at the 300 or 400 level may be cross-listed with graduate level courses. In addition, the graduate level course (500+) should include additional assignments/exams supporting graduate level credit.

**3. Academic Renewal Policy (same language, new name)**

<https://www.iun.edu/registrar/policies/academic-forgiveness-policy.htm>

## AUDITING A COURSE

Courses may be taken on an official audit basis, which means that students can attend the course without working for or expecting to receive formal credit. No credit will be given and the audited course will be indicated on the student's transcript with a grade of NC (no credit). The student must discuss course work expectations with the instructor and it is up to the instructor to approve the student's request. Courses taken for audit do not apply toward any academic degree and do not count as part of a student's full- or part-time course load for purposes of financial aid or loan deferments. The tuition for an audited course is the same as that for a credit course.

Students considering the audit option should discuss their plans carefully with their academic advisor. It is possible that another grading option (i.e., Pass/Fail) may be more appropriate. In some cases, schools do not allow students to register for a

class for credit after taking it on an audit basis. Students must pick up the audit forms from their school or division, secure the appropriate signatures, and submit the completed form to the Office of the Registrar by the deadline specified in the academic calendar. Once invoked, the student may not change to credit status for the course.



Attachment 2:

Proposed P&T Guidelines for the School of the Arts (Draft)

Promotion and Tenure Guidelines for the School of the Arts (Draft)

- Individual presents e-dossier in accordance with campus guidelines
- The **Department Committee**, will consist of three tenured members of the candidate's department
  - In the cases where the department does not contain enough tenured faculty members to convene this committee, members may be drawn from other School of the Arts faculty and/or other related fields within the College of Arts and Sciences. The two deans will consult and name outside members.
  - If the Dean of the School of the Arts believes that a member from another campus in the same general discipline as the candidate is warranted, s/he will draw from other Indiana University regional campuses.
- **Department Chair**
  - If no chair exists, this step is skipped
- **COAS P&T Committee**, consists of 5 tenured members of the COAS faculty
  - There need be no special requirement for School of the Arts representation on this committee. However, it is a best practice to include in the membership at least one faculty from the School of the Arts.
- **Dean of the School of the Arts**, replaces the review by the dean of the College of Arts and Sciences
- **All-campus P&T Committee**, should have one member of the faculty from the School of the Arts
- **EVCAA**
- **Chancellor**
- **Executive Vice President for Academic Affairs**
- **President of IU**
- **Board of Trustees**