SENATORS ATTENDING: C. Brandon, T. Clerk, E. Dill, D. Gardner, J. Goodspeed-Chadwick, I. Kelceoglu (alt for Education), L. Killian, K. Le.
Other Attendees: B. Hass-Jacobus (presiding), G. Miller, M. Oakes, J. Poulsen, VC Wafa, K. Wills, D. Winikates.

B. Hass-Jacobus called the meeting to order at 9:30 a.m.

Approval of Agenda

B. Hass-Jacobus

• The Senators approved the January 21, 2011 agenda. Motion to approve by C. Brandon, seconded by D. Gardner, approved by consensus.

Approval of Minutes

B. Hass-Jacobus

• The Senate delayed approval of the December 17, 2010 minutes pending their receipt from the previous recorder.

Vice Chancellor and Dean Report

VC Wafa

• VC Wafa announced that online training regarding sexual harassment will be required of all IUPUC employees.
• From the Dean’s meeting at IUPUI – study done by NCEMS looking at the cost of degrees and versus a number of metrics including graduation rate, 1st year retention, etc. – we need to develop our own metrics for IUPUC.
• There is the possibility of a 9% budget cut (we have budgeted for a 6% cut, $141,000), this is equivalent to 60 more students. 32% of our budget comes from the state, 66% from tuition.
• Time to degree completion is a critical issue; some schools have developed or are developing 3-year programs, which require the use of summer classes. We need to do a critical review of our usage of summer classes.
• VC Wafa attended a session concerning bullying on MLK day – we need to establish standards at IUPUC.
• IUPUC also needs to develop its own standards of professional behavior and ethical conduct; the IU Handbook has something, but we need our own, and it needs to come from the faculty.
• Campus compact – looking for someone to take a leadership role as faculty link with the CTL, to help determine what we want the CTL to be and do. This is linked to civic engagement, to be integrated into the curriculum where appropriate and rewarded for being involved in it. We want to make it an integral part of the IUPUC culture.
• Thanks to all those who participated in the MLK day events.
• VC Wafa visited the Jackson County Learning Center. We need to figure out ways to interact with the JCLC.
• VC Wafa will be going to Indianapolis for “cluster conversations” and the budget will be a key element in that. He has asked for input from IUPUC division heads on four questions and provided it to Indianapolis. Dr. Wafa has seven minutes to answer two questions: (1) what are your unit’s strengths and opportunities in advancing IUPUC’s mission, and (2) what priorities do you plan to protect as the university experiences further budget cuts? In 2010 the cluster conversations focused on collaboration with other academic units and central administrative offices to increase effectiveness and efficiency without increasing costs. Tell us how you have collaborated with others in 2010, what has been achieved, and what collaborative efforts are planned for 2011 and beyond. We do have significant opportunities as we are working to develop more degree programs (e.g., Mechanical Engineering, English, Psychology).
• Campus Compact: moving things towards CTL, but if we are serious about civic engagement and integrating civic engagement throughout the programs we offer, we will need faculty-driven initiatives. Faculty representatives from each division will serve on a committee that will be co-led by Marsha as the interim director of CTL to develop a comprehensive understanding on the part of the faculty at large, with the expectation that each faculty representative goes back their unit and engages in discussions with their unit. The Academic Affairs Committee will also be involved at the appropriate times. We need to identify the next steps to integrate civic engagement into each division’s curriculum. It also needs to be integrated into the P&T guidelines.

Faculty President Report

B. Hass-Jacobus

• C. Brandon has taken the position of Senate recorder.
Pending

- B. Hass-Jacobus has been receiving comments on the format of the Convocation and on possible changes for future convocations. Please submit any additional ideas and comments. There were no items of Senate business that the faculty requested to be reconsidered.

Committee Reports

Executive

- Items will be covered in committee reports.

Academic Affairs

J. Poulsen

- Discussion item on report of the Academic Affairs Committee - Issues to resolve regarding priority admissions deadline and academic dismissal policy. Committee requests that Senate endorse the report of the committee. Issues were presented at December Senate meeting.

- Priority admission deadline – students can be admitted after August 1, a priority date will provide time for students to receive orientation and advising as well as allow for admission for students into the Bridge program. Data suggests that students who apply more than a month before classes begin tend to do better than students who apply later; students who apply later tend to end up on probation at the end of their first semester.
  - J. Goodspeed-Chadwick: There was view expressed in Liberal Arts meeting that perhaps the wording should be more stringent and strict, and that August 1 should be a strong deadline.
  - T. Clerkin: Some schools are offering some incentives for early application; do we plan to offer any incentives (e.g., earlier admissions answer, some fee waiver)? J. Poulsen: There was not a discussion on incentives. VC Wafa: We need to look at the possibilities, and discuss the issue with S. Blizard.
  - G. Miller: from the enrollment management group – what is the driver for creating the policy at this time when our major thrust is on recruiting – improvement of administrative processes, or identifying students who are not ready for enrollment? We should refer to this as a priority admissions date, rather than a deadline, and incentives make sense in reference to a priority date. Every applications to IUPUC is reviewed individually on a case-by-case basis, so the second sentence does not add anything and may suggest that we do not do that for others, and the sentence may be misleading. If one of the drivers for the policy is to get students into the Bridge program in August, students in the Bridge program are the ones who are conditionally admitted, so we could say that every student conditionally admitted must be admitted by August 1, and they would have to have application made by August 1 to enter the Bridge program and we would not do any conditional admits after that unless there was an appeal.
  - J. Poulsen: will return issue to committee and present updated policy at February Senate meeting.

- Academic dismissal policy – information from University College indicates that first-time first semester students with a GPA of less than 1.0 have a success rate of close to zero percent. This was presented as a discussion item last month; it is similar to a policy at IUPUI, the committee adjusted the wording to apply to IUPUC but did not make substantive changes to content.
  - L. Killian: This policy is prevent students from having two semesters of failure and two semesters of debt and then be dismissed. J. Poulsen: Yes, and students will have to sit out a semester, then apply to be reinstated.
  - VC Wafa: we dismiss them because then could not maintain a healthy GPA – is there an opportunity to engage them with Ivy Tech by helping them identify areas needing improvement to prepare them to return to IUPUC? J. Poulsen: On dismissal, they are advised and encouraged to take action to prepare for readmission.
  - Motion by T. Clerkin to approve the academic dismissal policy, seconded by D. Gardner. Motion carried by consensus, and will be reaffirmed at February Senate meeting.

Faculty Affairs

D. Winikates

- Faculty awards protocol: revised version has been distributed; the timeline is included. This is what will be on the website for faculty reference. We have created data collection grids for the awards; they are a way for the selection committee to take notes and make comparisons. They are taken directly from the approved criteria. Faculty need to be aware that the grids are being used. Faculty Affairs Committee would like for the awards committees to take notes on the process and identify any potential changes that should be considered; for example, the criteria for the awards were composed two years prior to our P&T divisional documents, so the awards criteria do not match up with those differentiated documents. K. Wills: the awards committee will use the grids and FARs for those nominated by the divisions to determine the awardees – will nominees have an opportunity to examine how that form was filled out in
Pending
order to ensure that it was filled out correctly? D. Winikates: Part of the reason for sharing the grid was so that faculty could see the evaluation criteria and address their documentation to the criteria and the language of the grid and the protocols, as a form of self-advocacy. We also hope that the nomination letter from the division will also follow this concept. Letter to division heads did emphasize this point.

- Scantron/Class Comment course evaluations: The Library/CTL has taken over responsibility for the Spring 2011 evaluations; after Spring the divisions will take on more of a responsibility. S. Schmidt is leading the process to make sure things go well the first time when both paper and online evaluations will happen.
  - K. Le: What will happen in Spring 2011? D. Winikates: Online courses will complete evaluations online; hybrid courses will choose either paper or online. On-site classes will complete the paper evaluations. The system has the potential to prompt students to complete evaluations.
  - J. Goodspeed-Chadwick: If students miss the evaluation opportunity, can they complete a course evaluation later? D. Winikates: That is a new question which she will raise with the committee. B. Hass Jacobus: There is no guarantee with a paper system that a student will be able to complete an evaluation, and that students will even fill out the paper evaluation.

- VC Wafa: Thanks to D. Winikates and the committee for its hard work on the process and standards, and to S. Schmidt for the significant work on the evaluation process.

Budgetary and Resources Policy

- Committee continues to work on the A parking situation, working with administration to free up more parking spaces, and monitoring and reporting to VC Wafa on temperature fluctuations in campus spaces.

Student Affairs

- Nominations are being sought for the student service award; nominations are due February 28.
- Committee is continuing work on the children on campus policy and supporting issues. VC Wafa: We need to identify child care services resources and make that information available.

Constitution and Bylaws

- Committee is working on clarifications to the Nominations Committee charge.

Nominations Committee

- No report.

Boards, Ad Hoc Committees & Administrative Reports

IUPUC Assessment Committee

- Meetings are planned; committee will be working with D. Winikates in her role as Director of Institutional Research. The goal is for IUPUC to be separately accreditable in three years.

Promotion & Tenure Board

- No report.

Grievance Board

- The pending case has been completed, and the committee will now work on establishing policies and procedures for the IUPUC campus.

IUPUI Faculty Council

- IUPUI is working on a student grievance policy; IUPUC needs to do establish its own.

Emergency Preparedness Committee

- No report.

ITAC

- Minutes have been posted to the web site.

Old Business
Pending

- None.

**New Business**

- J. Poulsen - Question regarding class cancellations that occur during the school day – on January 20, the rest of the day’s classes were cancelled as of 2:00 PM – if a class began at 1:30 PM, should the class be held for 30 minutes, or for the full time, or not at all? This is some confusion. VC Wafa: We looked at all classtimes and could not find a good cutoff point. So you may want to handle any immediate class business that is necessary, and then dismiss; in all cases you should use good judgment. Another issue of concern independent of the weather issue is the frequency of class cancellations; this may be an issue for Academic Affairs.

**Announcements**

Faculty Colloquium, Rodney Lynch, The Need for More Numbers

**Adjournment**

- The meeting was adjourned at 10:55 AM.

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Next Meeting: February 18, 2011, 9:30 AM – 11:00 AM, CC 176