SENATORS ATTENDING: Kate Baird, Erica Berte, Chris Brandon (Alternate for Larita Killian), Kimdy Le, Jim Byrd (Alternate for Sam Forster), Madelyn Shackelford Washington, Ann Styron, Debbie Winikates (Alternate for Allison Howland), Aimee Zoeller (Alternate for Julie Goodspeed-Chadwick)

NOT ATTENDING: Emily Dill, Larita Killian, Allison Howland, Jenny Conner, Kristen Needler Hosmer, Kathy Compton, Sam Forster

Other Attendees: Anna Carmon, Jim Clack, Gary Felsten, Barbara Hass Jacobus (presiding), Andrae Marak, Ryan Shepard, Marwan Wafa

Barbara Hass Jacobus called the meeting to order at 9:35 a.m.

Approval of Agenda

B. Hass Jacobus

- The Senators approved the October 21, 2011 agenda with one addition. Motion to approve by K. Baird, second by J. Byrd. Passed by consensus.
  - ADDITION: Information item under Academic Affairs regarding bulletin changes from J. Poulsen

Approval of Minutes

B. Hass Jacobus

- The Senators approved the September 2011 minutes by consensus with one correction. Motion to approve, C. Brandon, second by L. Wetzel. Passed by consensus as corrected.
  - CORRECTION: Chris Brandon was not present at the meeting.

Vice Chancellor and Dean Report

M. Wafa

- We are working on redesigning the IUPUC website. If missing webpages or broken links are found, we need to get with Susan Sullivan. There was some concern voiced that Susan was deleting pages, but she was not – if the weblink was broken.
- Email from Uday Sukhatme, IUPUI Dean of the Faculties, – we want our students communication to come from IUPUC, not from IUPUI.
- NSSE (National Survey of Student Engagement) is being worked on to cover both IUPUI and IUPUC students. VC Wafa has gotten the impression that NSSE do not want too much from IUPUC students for the survey. The survey will address student interaction with faculty outside the classroom with the goal to, ultimately, evaluate campus life to make changes to improve campus life for both IUPUC and IUPUI.
- VC Wafa attends the deans’ meetings on a regular basis. Most of the information discussed at these meetings is IUPUI-centered. The one item on the agenda relevant to us - Summer courses and summer teaching is now on the radar of McRobbie. All regional campuses are concerned with summer teaching and classes in order to help students graduate in a timely fashion. VC Wafa said there is more information to come and he will share it as he learns.
- VC Wafa addressed IUPUC’s relationship with Ivy Tech. There are currently no metrics in place to see how things have been done. How many students are completing Associate degrees at Ivy Tech and then coming to IUPUC to continue their education. We are not necessarily concerned about just the enrollment, but how many students are completing the educational journey.
- VC Wafa addressed the land projects currently going on. VC Wafa has been meeting with developers and the interest has gone up for student housing. He says that this project has faced lots of challenges because of multiple players and constraints. However, the fact that the airport is on board is very positive. The importance of student housing has been established, but now we need to establish where it is going to be. How much land is going to be needed? VC Wafa met with an entity from OH who specializes in student
Approved 11-18-11

housing and they are very interested in working with us – so he will continue to gather information from them. VC Wafa has requested the Community Education Coalition to help IUPUUC with a comprehensive master plan. IUPUC truly believes in collaboration and we need the faculty’s help to make sure this does not change. Ivy Tech did not sign off on the letter about student housing for their own reasons. VC Wafa said that they are talking about a wellness center and a campus center. We need to plan for 20 years from now, particularly thinking about classroom space and where it should be. There was no talk about this a year and a half ago.

• VC Wafa suggested that we continue considering the Administrative withdrawal policy in earnest. He is a strong believer in having a campus, rather than divisional, policy. IUPUI has had such a policy for some time and they did not act on it in a diligent way. The thought is that it is not in the best interest of the student if they are not coming to class and/or failing and this policy would give the authority to the faculty to help this process. G. Felsten is working with division heads, then the policy will move to Academic Affairs. VC Wafa does not want the approval process of this policy to take a year. VC Wafa would like to see a policy to implement in January 2012.

• Matt Souza has been working on the statement of shared values and beliefs. VC Wafa thanks all of the faculty who responded. M. Souza took the time to respond to each one of the faculty and VC Wafa is very grateful for that. Today is the last day to provide feedback. Final version to be shared with faculty and community.
  - L. Wetzel and J. Byrd noted that the proposed Shared Values and Beliefs document was not sent to the adjuncts, because they are not on the CO-ALL LISTSERV.
  - L. Wetzel will email Matt Souza to have him email the CO-ADJUNCTLECTURERS LISTSERV.

• VC Wafa reported that the Advisory Board formed four new committees – Programs Committee, Campus Master Plan Committee, Government Relations Committee, and the Campus of the Future Committee.
  - G. Felsten and K. Compton learned a lot from the Commission for Higher Education and ICHE – they provided the opportunity for VC Wafa to go back on the podium to state the importance and need for the Master of Arts in Mental Health Counseling program. It was approved and the questions were all answered. This experience should help DLA and SCI a great deal as they write new degree programs.
  - We are not going to be using regional campus terminology any longer; rather we will use “campus of the future.” As a university, we want to be ahead of the game and not be like everyone else.

• In terms of the health insurance coverage, there is nothing that can be said. It is a problem for everyone. Chancellor Bantz would not send an email to people, rather he wanted to send a letter. Therefore, no one knew what was coming until we received the letters – the increase is huge.

• E. Berte noted that she found a grant that is available to IUPUI where the name of the IUPUC campus was mentioned separately from IUPUI. In the past they would just mention IUPUI and IUPUC would be included on it. Now she feels the IUPUC campus is being acknowledged as a separate entity from IUPUI. VC Wafa suggested that if we keep quiet, then this means we approve – don’t keep quiet. At the new faculty dinner at IUPUI, VC Wafa used his IUPUC name tag and not IUPUI ones provided. On a grant application for J. Clack, VC Wafa signed with IUPUC and not with IUPUI. Lots of progress has been made and we need to keep going. When we go to IUPUI, all they talk about is IUPUI and not about us. We are creating a unique, head of the game institution. We want IUPUI to become like us, rather than the other way around.

Faculty President Report

- VC Wafa, B. Hass-Jacobus, and M. Souza met with Mary Fisher about Constitution and Bylaws and our grievance procedures a couple weeks ago. She had some things to say about our documents and provided suggestions for their improvement.

Committee Reports

IUPUC Senate Minutes
Executive

- Committee met last Friday to set the agenda for today’s meeting.

Academic Affairs

- The committee met about a number of issues, but only a couple will be addressed today.
- The committee would like to request support for the request for course codes for LBA – international and other languages. IU needs to know our faculty approves or disapproves the development of these courses. These would include Near East Languages, East Asian Languages, and World Languages and Culture. A. Marak excited to see what courses we can develop once these course codes have been approved. K. Baird moved to support the proposal to support the new areas of study on our campus. Second from L. Wetzel. Consensus from the senators.
- The committee was also asked to discuss role of ombudsperson – S. Miles is this person. What is her role if there are faculty-student conflicts? How does she work in the hierarchy? The committee feels if there are faculty-student conflicts, the Division Heads should have an important role because of their roles in hiring and personnel decisions.
  - VC Wafa wants to know what the committee would like from him. How would they like the clarification in this role. He suggested that the ombudsperson plays a key role in representing the student, not defending the student. The division head should also be a part of the situation with the ombudsperson serving as a mentor to the student.
- Emails about linking courses to IUPUI registrar website about course policies and the bulletin will be updated. We have oversight over the policies – it is a time for us to review what the policies we want are there.
  - G. Felsten notes that there are three policies that need to go to Academic Affairs and then to Senate. He is going to edit some of the language and get it to Academic Affairs. This should not be difficult, and should move quickly. There are some policies we don’t have to have. In his opinion, they are registrar issues that do not need faculty opinion.

Faculty Affairs

- A new issue has been brought to the committee dealing with faculty service loads and inequity among the loads of faculty members. It is impossible to do a service load study without accurately reported service load data in the Faculty Annual Report (FAR). G. Felsten has set up two information sessions to talk to faculty about how service information (and other data) should be documented in the FAR.
- Question from E. Berte about the intent of the study. D. Winikates stated that it would be to evaluate the service load related to university service, including search and screen committee in order to do division comparisons as well as other individual comparisons.

Budgetary and Resources Policy

- No report. Refer to minutes on posted on the Faculty Senate website.

Student Affairs

- The committee is working on an informational poster with business cards for accessing Solutions mental health counseling for students to be placed in places around campus to increase access to this service.
- The committee is also working with M. Volpatti to perhaps include monetary award with Student Leadership award in the Spring

Constitution and Bylaws

- The committee has met and is looking at variety of changes from committee and groups. They hope to have some changes in November for a first read and to make the first round of changes for academic year in
December. The changes will include changes from the Nominations Committee, the definition of full-time faculty, committee make-ups, and concerns from Mary Fisher.

Nominations Committee

- The committee has met and is working on some Bylaw changes – a couple are just minor housekeeping changes and the other change is more major – a possible reconstitution of the committee. Because the Nominations Committee meets for only a finite period of time and has a very specific set of limited duties, the committee is considering requesting to become an ad hoc committee of the Faculty Affairs Committee. This would then make the Nominations Committee divisionally represented and would ideally encourage the nomination of different faculty members from a variety of divisions for faculty-elected positions. The Nominations Committee is seeking feedback from the faculty about this idea before they bring a formal proposal to Faculty Senate.

  - Several faculty members voiced concerns and shared feedback. Some of the ideas shared included
    - having an adjunct as a standing member on the Nominations Committee, but also noting that there is a potential for an information gap if the adjunct did not serve as a member of Faculty Affairs.
  - A major question raised was whether the Nominations Committee just worked in the Spring or if it helped VC Wafa populate Administrative Committees throughout the school year. VC Wafa said he has not been using the Nominations Committee for this purpose, rather he has been using the shortest path – which is to ask Division Heads for potential members for Administrative Committees, because they should know the day to day activities of their faculty members. He said that he trusts the opinions and input of the division heads until proven otherwise. VC Wafa hopes that the division heads would talk with the candidate before they submit a name for an Administrative Committee. VC Wafa now has accurate tables to know who is serving on what committee in order to ensure equal representation.

- The question then became which is better – to go through the Nominations Committee or to go through the division heads to fill these committees? A. Marak suggested that we needed data, but that whichever way we decided needed to be fair and equitable. G. Felsten said he was in the process of formalizing the process of speaking to division heads before speaking to faculty members.

  - D. Winikates notes that different entities appoint members at different times throughout the school year, so the Nominations Committee does not actually work for a finite period of time. Therefore, there is no set calendar to follow.
  - K. Baird noted that Constitution & Bylaws provides protection so that a select few do not have the control, government, and power. By providing divisional representation in Nominations, this would eliminate marginalization and would allow individuals who are not movers and shakers on campus to be able to participate in faculty governance and to share views that are counter to the majority. She also noted that we changed Student Affairs to a divisionally represented committee last year and Constitution & Bylaws, a committee of four now, will likely move to a divisionally represented committee shortly. So moving Nominations to this format would be in line with other committees on campus.

- A. Marak suggested that if every division is represented, does it actually set up unequal representation? More faculty represented by fewer votes. On the other hand, DLA would have more representation because they have a small faculty.

  - A. Zoeller noted that it sounded like we were having two different conversations: one about how administrative committees are appointed and another about the format of the committee and whether or not we want divisional representation. Further, she noted that it did not seem like there were a lot of people eager to sit on the committee and if that is the case, do we really want divisional representation?
  - L. Wetzel said that just because we are not eager to sit on the committee does not mean, we should not have a divisionally represented committee. Yes, there are concerns about service
loads right now, but until we have more faculty, we are going to have to wear lots of hats and it may mean sitting on committees we are not eager to sit on.

- B. Hass-Jacobus noted that we need to consider the small divisions, Mechanical Engineering and the Library, where they have very few faculty to serve on all these committees. However, she did note that a divisionally represented committee may provide more options for nominating faculty at election times.
- D. Winikates suggested that rather than doubling the workload of Faculty Affairs that perhaps Nominations Committee and Faculty Affairs have a joint meeting once a year in the spring to help with elections.
- A. Carmon noted that she would take this feedback to the committee and come back with a formal proposal in either November or December.

**Boards, Ad Hoc Committees & Administrative Reports**

**Assurance of Learning Committee**

- The GE initiative has a lot of pieces occurring simultaneously – some are curricular in nature. Went to Academic Affairs to discuss their role and suggestions from AA. Need to draft the conceptual framework – no hard and fast documents until January as we are testing and revising this semester. Can go to UC faculty site to see the pending documents. Baird suggested emailing CO-ALL about where the information about where to find this information. Concerned about how some adjuncts struggle with where to find things on Oncourse. Winikates will think about how to address this memo as to not confuse faculty. Wafa suggests that UC has done much better than IU and IUPUI in terms of GE and this is a major task. Thanks to Deb for taking on this monstrous task. Felsten - Importance of assessment of learning in GE was raised in ICHE last week

**Promotion & Tenure Committee**

- Elected the members of the unit committee by tenured and tenure-track faculty. They just completed the review of two dossiers for tenure
  - Berte question about the terms of the unit committee – 2 years
- Working with core schools for promotion and tenure of faculty in nursing and education
- Not sure there is a Promotion and Tenure Committee, rather a unit committee
  - Overlap in the membership of these committees, changes in the next couple of years as more faculty become tenured
  - P&T committee would help with preparing dossiers
  - Need to look at the Constitution and Bylaws to see if this committee exists
  - Marak – unit committee has a series of responsibilities for people going through the process
  - Clack – at IUPUI, two different things: unit committee convenes when people have dossiers to be evaluated and 3rd year reviews, but it is not their responsibility to alter the documents. At IUPUI, there is a follow up meeting at the end of the process
    - The unit committee does not redraft anything, make recommendation to Fisher to make changes
  - Associate dean would be responsible for changing documents
    - What is the role of Associate dean in the promotion and tenure process?

**Grievance Board**

- No report.

**IUPUI Faculty Council**

- Suggested that people forward questions about health insurance premiums to Allison Howland for a meeting she is attending on Tuesday, October 25 from 11-1. A. Howland will attend on the behalf of IUPUC. An email will be sent to CO-ALL about this.
J. Byrd questioned why our adjunct faculty don’t qualify for health insurance? Ivy Tech has health insurance for adjuncts who are only teaching one course - are we going to be less than Ivy Tech?

- VC Wafa suggested that we are not less, we are bigger.
- A. Zoeller noted that she knows that the IUPUI adjuncts are active in getting health insurance, but they have been met with lots of resistance. Perhaps the IUPUI and IUPUC adjuncts can somehow work together in this cause.

Emergency Preparedness Committee
- Does this committee still exist?
- VC Wafa says it is up in the air at this point. He is looking for a proposal to address security, because it has been done in an ad hoc fashion to this point. He has met with police officers from both Bloomington and Indianapolis, in order to have our own police officer on board to take charge of these matters. VC Wafa is not comfortable with the way things are going.

ITAC
- Information item will be shared in November. The committee has a new charge to look at technology and the future of technology, no longer dealing with IT issues. Sally Jamerson will be at the beginning of the November meeting to share this.

Old Business
- None.

New Business
- None.

Announcements
- K. Baird had the opportunity to speak with Diana Doup, who works with the Lincoln community about growing this low SES area. She asked how we could do a better job recruiting students from this area. IUPUC could be doing service projects and community events to get us recognized in the community and talk to children of families who have not historically attended college. Faculty should consider thinking about this, particularly as we focus on being a welcoming campus.
- L. Wetzel from Learning Communities class in BUS commends the ARC and Matt Rothrock for doing an incredible job tutoring students. B. Hass-Jacobus reports that ARC use is way up and students are taking real advantage of it. Bookmarks may have helped advertise the ARC and its services better this semester.
- Dr. Andrae Marak is giving a faculty colloquium at noon today.

Adjournment
- Move to adjourn by C. Brandon, K. Baird seconded. The meeting was adjourned at 10:46 a.m.

Next Meeting: November 18, 2011 9:30-11:00 AM