SENATORS ATTENDING: Kate Baird, Jim Byrd (alternate), Chris Brandon (alternate), Kathy Compton, Emily Dill, Kristen Needler Hosmer, Allison Howland, Kimdy Le, Joan Poulsen, Ann Styron, Madelyn Shackelford Washington, Debbie Winikates (alternate), Aimee Zoeller (alternate).

NOT ATTENDING: Erica Berte, Jenny Conner-Zachocki, Sam Forster, Doug Gardner, Julie Goodspeed-Chadwick, Larita Killian, Laura Lee Wetzel.

Other Attendees: Anna Carmon, Gary Felsten, Barbara Hass Jacobus (presiding), Sally Jamerson, Lindsay Jones, Marwan Wafa, Kathy Wills.

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

Approval of Agenda

B. Hass Jacobus

- The Senators approved the November 18, 2011 agenda. Motion to approve by C. Brandon, seconded by K. Baird. Passed by consensus.

Approval of Minutes

B. Hass Jacobus

- The Senators approved the October 21, 2011 minutes by consensus, with one correction. Motion to approve by C. Brandon, seconded by K. Baird.

Guest Speaker

S. Jamerson

- Guest Sally Jamerson described the new charge of the Information Technology Advisory Committee (ITAC). The Committee will focus on future technologies, rather than individuals’ day to day IT problems. S. Jamerson became chair in August. A. Zoeller asked about mixed messages she had heard about when virtualization would be available to test. S. Jamerson said there were known issues so testing is being delayed.
- K. Compton asked if anyone is using etexts. S. Jamerson thinks there are only a few faculty here using them this spring as it was announced so late. K. Needler Hosmer related that Nursing uses etexts, but from a publisher not included in Courseload.
- B. Hass Jacobus asked about what the appropriate procedure is for addressing ongoing IT problems. S. Jamerson says if IT staff are not being responsive, please let her know. Still use the Techwork email, but if that doesn’t solve it let S. Jamerson know.

Vice Chancellor and Dean Report

M. Wafa

- Pathways and shrubs for Reeves Sculpture phase 2 will be coming soon.
- LHP and former furniture storage building may be options for Mental Health Counseling building. The process for approval of new IU buildings is slow.
- Letter of offer has been made for the Division Head of Education/Director of the Center for Teaching and Learning. Hopefully this person will join us in January. Two finalists have been identified for the Executive Director of the Library. Hopefully this search will come to a close soon. An offer will soon be made for a new Nursing faculty member and a part time advisor will also be hired for Nursing. The search for a new Education faculty member is ongoing. We are waiting for approval to make an offer for the Special Assistant to Vice Chancellor position.
- Division budget hearings took place this week. This was a new procedure to try to help divisions understand other divisions’ needs and future plans. Division heads were asked to prioritize needs. The Cabinet will meet to discuss these requests.
- Nursing’s Sim Lab expansion will be moving forward in the Spring.
- The Campus Strategic Plan is posted on web. Faculty should familiarize themselves with it to be able to discuss with the community IUPUC’s future.
- Four committees of the Board of Advisors created—Campus of the Future, Programs, Campus Master Plan, and Government Relations.
Pending

- Based on lessons learned during MA in Mental Health Counseling approval process, M. Wafa wanted to reiterate that Divisions should know ICHE (Indiana Commission for Higher Education) expectations when planning new programs.
- The campus is continuing to work on the HLC (Higher Learning Commission) accreditation visit. We are learning from the process and different teams are addressing the criteria. One of IUPUI’s challenges will be how to fit IUPUC into their process and documents.
- M. Wafa provided a definition of the Ombudsperson for dealing with faculty-student conflicts. That person’s role is to help students understand and process and act as a resource for students who don’t know the procedures.

Faculty President Report

- No report.

Committee Reports

Executive

- After S. Miles, Director of Student Services, asked to visit Faculty Senate to discuss the funding of student activities, the committee decided that it would be best for her to visit divisions instead. Executive Committee asks for divisions’ cooperation in having S. Miles come to their division meetings.
- B. Hass Jacobus and K. Baird will represent Faculty Senate in website redesign process. K. Needler Hosmer requests that current policies be reflected on Faculty Senate site. G. Felsten says there will be a new page just for policies.

Academic Affairs

- Final exam policies—IUPUC has been using IUPUI’s policy. Committee made changes specific to IUPUC. A. Zoeller asked about what the procedures if a faculty member wants to change the time of the final exam. J. Poulsen—this policy does not address that, but that it is probably handled by Registrar. K. Baird moved to accept the policy, A. Howland second. Unanimously passed.
  - K. Baird asked if the ARC (Academic Resource Center) proctor finals. A. Carmon reported that M. Rothrock (ARC Coordinator) visited the Liberal Arts Division meeting and will proctor tests for individual students (not half of a class at once) through Dec. 19.
- Administrative Withdrawal Policy—changed to IUPUC wording. Campus as a whole must adopt this for individual courses to be able to use it (if one section of a course uses it, all sections of the course must use it). G. Felsten—Divisions will come up with a list of courses this will be recommended for. A. Zoeller moves to endorse, K. Compton second, unanimously passed.
- Information item: J. Poulsen asked that faculty widely publicize procedures for the student-faculty dispute process.

Faculty Affairs

- Faculty Awards—Trustees Teaching award can be awarded to same person in subsequent years. Divisions are encouraged to nominate the best candidates. Award based on current year FAR only.

Budgetary and Resources Policy

- No report. Minutes are posted.

Student Affairs

- Monetary award added to Student Leadership Award. Will be bringing new protocol to Senate for award. Committee representatives will be bringing feedback from divisions about student organization guidelines.

Constitution and Bylaws

- Normally committee would bring suggestions to the November Senate meeting, but the committee is waiting on discussions on Nominations changes to wrap up. The committee is still working on changes suggested by M. Fisher. Hopefully all pieces will be presented next month for Senate.

Nominations Committee

- Based on feedback from Senate last month, the committee came up with three options for structuring committee: 1) leave committee as is; 2) make the committee a divisionally representative standing committee (not ad hoc) 3) leave as a committee of 4 voted on by faculty, but each year at least 3 divisions must be represented.
Pending

- Also working on procedural documents for elections.

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

**Assurance of Learning Committee**  
D. Winikates

- Divisions have been charged with coming up with list of their General Education courses with a deadline of December 9.

**Promotion & Tenure Committee**  
G. Felsten reporting

- The process will run through the Associate Dean for Academic Affairs’ office. G. Felsten is editing P&T documents to clarify Associate Dean’s role, which will then go to Constitution and Bylaws early-mid. Spring. We would like to see more promotion of non-tenure track faculty.

**Grievance Board**  
B. Hass Jacobus reporting

- No report.

**IUPUI Faculty Council**  
A. Howland

- A. Howland reported that today is the deadline for benefits changes. IUPUI is considering cancelling classes the day after the super bowl. B. Hass Jacobus will work with A. Howland to identify potential candidates for IUPUI Faculty Council elections.

**Old Business**

- None.

**New Business**

- None.

**Announcements**

- A. Carmon reported on the Speakeasy public speaking competition, to be held December 9. This is the first time in 5 years the speakeasy will be taking place in the Fall as well as the Spring. 7 students have been nominated by fellow students to participate.
- K. Baird reported that the Evening Kiwanis Club held their Pancakes for Scholarships fundraiser last month. 6 IUPUC students volunteered at event, as did Becky Stephens and Jill Kelley. Kiwanis donated $100 to IUPUC scholarships for their support of event.
- M. Wafa reported on redesign of website. Each division has opportunity to engage in this redesign. Take notes on what you see on the website that you feel should be changed.
- M. Wafa reported on a new $50,000 grant from the Vujovich family that will go toward education for women pursuing a career in engineering. This grant was matched by the CEC (Columbus Education Coalition) (to $100,000).
- Mayor Armstrong will be thanked for his service to IUPUC at today’s Thanksgiving luncheon.
- K. Le reported on Psychology students’ capstone poster sessions that will take place Nov. 29 3:30-5:00 in the library.
- K. Compton received a call from United Way looking for volunteers for holiday help.
- K. Compton is spearheading a float for the Festival of Lights Parade, looking for all sorts of volunteers including people to play musical instruments. Meeting at noon today and will schedule work sessions. Parade is Dec. 3 at 6:00.
- M. Wafa and D. Winikates reported that a letter will be coming to students from M. Wafa and C. Bantz about the NSSE (National Survey of Student Engagement) survey. No way to separate survey by IUPUC/IUPUI. All regional campuses are doing it this year and the survey will go out in Feb./March. Faculty should be prepared to respond to students’ confusion about it coming from IUPUI.

**Adjournment**

- Move to adjourn by K. Baird, C. Brandon seconded. The meeting was adjourned at 10:42 a.m.

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**Next Meeting**: Friday, December 16, 2011 at 9:30 a.m. in CC176