

AGENDA
FACULTY SENATE RETREAT
AUGUST 19, 1999
1:30 p.m.
Olde Richmond Inn

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - May 4, 1999
- III. President's Report - Michael Foos
 - Welcome
 - IU East Homecoming - Bob Covington
 - Schedule for Senate Meetings
 - Outlook for the Year
- IV. Senate Committees
 - 1. AAA Committee - Kumara Jayasuriya
5 minute summary of 1998-99 Committee activity
 - 2. Budgetary Affairs Committee - Lora Baldwin
5 minute summary of 1998-99 Committee activity
 - 3. Curriculum Committee - Cathy Ludlum Foos
5 minute summary of 1998-99 Committee activity
 - 4. Faculty Affairs Committee - Robert Hertzog
5 minute summary of 1998-99 Committee activity
 - 5. Workload Committee - Joe Blake
5 minute summary of 1998-99 Committee activity
 - 6. Nominating Committee - Ed Brown
5 minute summary of 1998-99 Committee activity
 - 7. P & T Committee - Neil Sabine
5 minute summary of 1998-99 Committee activity
 - 8. Agenda Committee - Michael Foos
5 minute summary of 1998-99 Committee activity
- V. Chancellor's Business - David Fulton - 5 minutes
- VI. Academic Affairs - Diane Roberts - 5 minutes
- VII. External Relations - Joanne Matika - 5 minutes
- IX. Old Business
 - Circulars E15-99, E16-99, E17-99
- X. New Business
- XI. Announcements

XIII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE RETREAT MINUTES
August 19, 1999

Olde Richmond Inn

1:30 PM

Presiding: Michael Foos, President of Faculty Senate

Present: Acton, K.; Armstead, S.; Baldwin, L.; Barton-Kriese, P.; Bergen, M.; Blake, J.; Blakefield, M.; Branstrator, P.; Brown, E.; Carter, R.; Chandler, David; Clapp-Itnyre, A.; Corder, S.; Clark, K.; Dempsey, K.; Dennis-Bay, L.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Goble, C.; Goerss, B.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Lafuze, J.; Larger, M.; Martin, ML.; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Sharma, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Vincent, J.; Watkins, M.; Wilde, J.; Matika, J.; Young, B.

Absent: Blakey, G.(Sabbatical); Browne, B.(Sabbatical); DaCosta, C.; DeSantis, K.; Dhawale, K.; Fulton, D.; Hampton, B.; Jackson, D.; Marling, V.; McCarty, J.(Sabbatical); Pandya, V.; Roman-Royer, J.; Shapiro, S.; Sundaram, D.S.; Thomas, T.; Turk, E.; Wagor, W.; Weber, G.; Wyett, J.;

- I. At 1:30 pm Faculty Senate President Michael Foos said there were some announcements to be made prior to the Senate meeting.
 - A. Vice Chancellor Ben Young welcomed everyone back. He gave an update on Springwood Hall since the building is not ready for classes yet. The Child Development Center has leased space at Townsend Community Center for one month. There are 37 children signed up to use the center. Academic classrooms should be ready in about two weeks. In the meantime, classes scheduled in Springwood and for rooms 133 and 137 in Whitewater will be moved to other rooms. The Graf Recreation Center should be ready by the end of September. Vice Chancellor Young reported that Fall headcount is currently down about 5% and credit hours are down about 3%. He is hopeful that enrollments will increase by the time classes begin.
 - B. Randall Osborne gave a report from the Assessment Committee in the absence of Walter Wagor. Slides were presented to show results of the survey, distributed to all full time faculty in the spring, to clarify the goals of the Communication objective in the areas of Reading, Writing, Speech Communication and Technology. The purpose is to create manageable items that can be assessed to measure student progress on the six general education objectives. A follow-up survey on communication will be distributed during the fall with surveys on the other general education objectives to follow.
 - C. Bob Covington, representing the Alumni Association, shared information about activities and events being planned for the IU East Homecoming. On Thursday, September 23 will be a Lively Arts program. On Saturday, September 25, Pork Chop Charlie will begin serving food at 4:00. There will be a 5K Run/Walk starting at 3:00. Other activities will include kid's games, scavenger hunt around the campus, door prizes, Faculty Baby Picture contest, music and concluding with fireworks at 7:00 pm.

- I. Call to Order
President Foos called the Faculty Senate Meeting to order at 1:55 pm.
- II. Approval of Minutes
President Foos asked for approval of the May 4, 1999 minutes. Joan Lafuze moved to approve the Minutes. Ashton Veramallay seconded. Minutes approved.
- III. President's Report – Michael Foos
 - A. Michael Foos reminded Senate members to pick up copies of the 1999 Indiana University Constitution and ByLaws and Circulars E15, 16 and 17.
 - B. President Foos said copies of Senate Committee year end reports will be attached to the minutes of this meeting.
 - C. President Foos presented the proposed dates for 1999-2000 Faculty Senate Meetings. The dates presented: August 16, October 5, November 2, December 7, February 1, March 7, April 4, and May 2, from 11:00am until 12:15pm. Kurt Acton asked if May 2 would allow enough time to approve May graduate lists. Vice Chancellor Roberts noted that the graduate list approval was pending the successful completion of coursework and there should not be a problem. Bob Hertzog moved to accept the proposed meeting dates. Neil Sabine seconded. Senate meeting dates approved.
- IV. Senate Committees
President Foos asked Committee Chairs to give brief, oral, year end reports of the committee's activity during the 1998-99 year. Written reports will be attached to the minutes.

AAA Committee – Kumara Jayasuriya

Kumara Jayasuriya reported that the committee met in January to hear 16 student appeals and 3 grade appeals and made their recommendations. The committee also worked on a document to define the roll of AAA Committee. They worked with the Enrollment Services to design an unofficial Withdrawal Policy. They also began work on revising academic standards which will be passed on to next year's committee.

Budgetary Affairs – Lora Baldwin

Lora Baldwin thanked the people who served on the committee. The committee worked on creating By Laws for the committee. They looked at the 18-20 plan and felt it was not a problem for IUEast, but did feel that to attract quality faculty in the future, higher salaries would have to be offered. The Monterray Proposal was discussed with the Chancellor. The committee again looked at salary floors but could not come up with a plan. The committee worked in the budget process and made their presentation. They met with Vice Chancellor Roberts about concerns to bring in new Math instructors.

Curriculum Committee – Cathy Ludlum Foos

Cathy Ludlum Foos thanked Curriculum Committee members for their work. The committee presented, and which the Faculty Senate approved, 7 new programs, 2 program changes, 3 new courses, and 12 courses from the Master Course List. Committee members also looked at the purview of the committee and elaborated their role in the assessment plans of new programs. They discussed a definition of "substantive". The discussion of inter campus transfer is still ongoing at UFC.

Faculty Affairs – Robert Hertzog

The committee worked on Constitution changes in the evaluation of Chairs and Deans, Circulars 15,16, and 17. They will continue to work on Post Tenure Review and hope to have a response by November. The committee gave feedback on the Sexual Harassment Policy.

Workload – Joe Blake

The committee revised the Workload section of the Handbook which was approved by Senate. They developed a model of a banking policy and collected data from Division Chairs and the Academic Affairs office. However, the policy was tabled. Joe Blake thanked members of the committee for their work.

Nominating Committee – Ed Brown

The committee rearranged the voting procedure for P&T, Faculty Board of Review and Nominating Committee.

Ed Brown added that the committee had made arrangements to have notices placed in Adjunct contract letters explaining Faculty Senate membership for adjuncts.

P&T Committee – Neil Sabine

The committee reviewed 6 dossiers and made recommendations on all 6. They reviewed 23 TERA applications and 12, the maximum allowed, were awarded. A report on the review of P & T procedures will be presented in October.

Agenda Committee – Michael Foos

Michael Foos explained that the Agenda Committee consists of Standing Committee Chairs, the Chancellor and Vice Chancellor for Academic Affairs. Their charge is to set the agenda for Senate meetings. This year the committee met twice a month – once with the Chancellor and Vice Chancellor to set the agenda and the other time without to talk about long range plans and possible discussion items. The year end reports and minutes of committee meetings will be collected and placed on the file server

Academic Affairs - Diane Roberts

Vice Chancellor Roberts announced the following new faculty and/or new appointments:

Chris Carter – Network Administrator in Information Technology
Victoria Marling – Visiting Lecturer in Accounting – B.E.S.T
Sheila Armstead – Clinical Assistant Professor in Social Work
Kurt Acton – Returning Associate Professor – Math - Education
Alisa Clapp-Itnyre – Assistant Professor - Writing/Literature – HFA
Laura Dennis-Bay - Visiting Faculty Fellow –HFA
Sherrie Hamilton – Visiting Assistant Librarian
Saroj Sharma - Assistant Professor - Math
Sharon Corder – Visiting Lecturer – NSM
Mary Lou Martin – Visiting Lecturer - Nursing
Mona Powell - Visiting Lecturer - Nursing
Diana Stanforth - Fulltime Lecturer - Nursing
Paulette Humphries - Fulltime Lecturer – Nursing
Randall Osborne – Acting Interim Chair – BSS Division
Walter Wagor – Assistant Vice Chancellor for Assessment and Faculty Development – Academic Affairs
George Blakey and Judy McCarty – Sabbatical Fall 1999
William F. Browne – Sabbatical Fall 1999 and Spring 2000

Ed Fitzgerald – Director of Social Work
Kumara Jayasuriya - Developmental Math Program

External Relations – Joanne Matika

Vice Chancellor Matika reported that 1999 was a good year for the Annual Fund with a 25% increase in total amount to \$206,719.73. The Foundation Match for new donors raised \$20,000. Unrestricted funds also increased. There were two major gifts – one for the Henry County Center and one for the Graf Endowed Professorship of \$550,000. The total number of gifts was also up - 929 for 1999 compared with 735 for 1998.

Old Business

Faculty Affairs brought By Law changes and a Constitutional Amendment relating to the review of Chairs and Deans. The By law changes will be voted on at the October meeting. The Constitutional Amendment will be mailed to faculty for a vote.

New Business

Ed Brown noted that Curriculum Committee lost another member. In order to have 6 members on the Committee he had contacted faculty for someone who might be interested in serving. At this time he placed in nomination the names of Joe Blake and Peggy Branstrator for Curriculum Committee. Joan Lafuze moved that nominations be closed. Joe Blake and Peggy Branstrator elected to Curriculum Committee.

Announcements

- A. Joanne Matika invited faculty to tour Springwood Hall at 3:15 today. Refreshments will be served at 3:00 on Whitewater Patio.
- B. Joan Lafuze said it was time for Graduate Faculty enrollment. She encouraged faculty to apply.

Adjournment

Paul Barton-Kriese moved to adjourn. Neil Sabine seconded. Meeting adjourned at 2:35 pm.

**AGENDA
FACULTY SENATE
OCTOBER 5, 1999
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm**

- I. Call to Order - Michael Foos
- II. Approval of Minutes - Faculty Senate Retreat, August 19, 1999
- III. President's Report - Michael Foos
 - A. Parliamentarian
 - B. Web Master
 - C. Chancellor Review
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating - Ed Brown
 - P & T
 - FBR
 - B. AAA Committee - Mary Blakefield
 - No Report
 - C. Budgetary Affairs - Larry Englert
 - No Report
 - D. Curriculum Committee - Cathy Ludlum Foos
 - Information Item
 - E. Faculty Affairs - Robert Hertzog
 - Circulars E15-99, E16-99, E17-99
 - (Review of Division Chairs and Deans)
 - Post Tenure Review (Circular E6-00)
 - F. Workload - Greg Weber
 - Applications for Additional Reassigned Time
- VI. Chancellor's Business - David Fulton
 - IVTC Relations
- VII. Academic Affairs - Diane Roberts
 - Teaching Learning Center Information
- VIII. Old Business
- IX. New Business
- X. Announcements
- XI. Adjournment

INDIANA UNIVERSITY EAST
FACULTY MINUTES
October 5, 1999

Middlefork Hall Room 124
11:00 - 12:15pm

Presiding: Michael Foos, President of Faculty Senate

Present: Acton, K.; Baldwin, L.; Barton-Kriese, P.; Blake, J.; Blakefield, M.; Branstrator, P.; Brown, E.; Clapp-Itnyre, A.; Corder, S.; DaCosta, C.; Dennis-Bay, L.; Dhawale, K.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Humphries, P.; Lafuze, J.; Larger, M.; Martin, ML.; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pandya, V.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Roman-Royer, J.; Sharma, S.; Stanforth, D.; Stolle, C.; Sundaram, D.S.; Szopa, A.; Tolley, R.; Veramallay, A.; Vincent, J.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Wyett, J.; Matika, J.; Young, B.; Chandler, Dianne.; Stewart, C.;

Absent: Armstead, S.; Bergen, M.; Blakey, G.(Sabbatical); Browne, B.(Sabbatical); Carter, R.; Chandler, David.; Clark, K.; Dempsey, K.; DeSantis, K.; Goerss, B.; Hampton, B.; Jackson, D.; Jayasuriya, K.; Marling, V.; McCarty, J.(Sabbatical); Shapiro, S; Sabine, N.; Thomas, T.; Turk, E

II. Call to Order

The meeting was called to order at 11:00 am by President Michael Foos

II. Approval of Minutes

President Foos asked for approval of the August 19, 1999 minutes. Randall Osborne moved to approve the Minutes. Ashton Veramallay seconded. Minutes approved.

III. President's Report – Michael Foos

- a. Michael Foos introduced Ed Fitzgerald who will be serving as Parliamentarian for the 1999-2000 year.
- b. President Foos announced that Lora Baldwin will serve as Web Master in setting up and maintaining the Faculty Senate web pages.
- c. President Foos said that the Fifth Year Review of Chancellor Fulton will be conducted this year. The Senate will forward names of prospective committee members to UFC. The committee will conduct their review during Spring 2000.

IV. Student Government – Carrie Stewart

- a. Student Government President, Carrie Stewart, reported that a transition event was sponsored at the beginning of the school year to help new students become acquainted with IU East and what services are available. A similar event will be held at the beginning of spring semester also.
- b. An Organization Fair was held recently to make students aware of what clubs and groups are on campus and encouraged student participation.
- c. Student Government sent representatives to the Board of Trustees meeting.

V. Senate Committees

- A. Nominating Committee – Ed Brown

- a. Ed Brown said ballots had been distributed for the selection of candidates for the P & T and Faculty Board of Review committees. Senate members were asked to rank vote their choices for both committees, with 1 being the first choice vote.
 - b. The results of the election for P & T Committee: Two year terms - Ed Fitzgerald and Cathy Ludlum Foos; One year terms - Anne Szopa and Neil Sabine; Edwina Helton was elected the Tenure Track member for a full term.
 - c. The candidates for Faculty Board of Review were: Kurt Acton, Lora Baldwin, Joe Blake, Larry Englert, Lynn Hufford, Randall Osborne, Eleanor Turk and Walter Wagor. Faculty was instructed to rank vote all candidates. Results will be announced.
- B. AAA Committee – Mary Blakefield
No Report
- C. Budgetary Affairs – Larry Englert
No Report
- D. Curriculum Committee – Cathy Ludlum Foos
- a. The Curriculum Committee meets on off Senate Tuesdays from 11:00am – 12:15pm in Middlefork 338.
 - b. As an information item, the HFA Division is activating a course from the Master Course List, Communication S450, Gender and Communication.
- E. Faculty Affairs – Robert Hertzog
- a. Review of Division Chairs and Deans (Circulars E15-99, E16-9, E17-99)
Copies of the Circulars relating to changes in The Review of Chairs and Deans were distributed. Robert Hertzog explained that he would like to put all three issues on the same ballot. However, if the Constitutional Amendment does not pass, then the By-laws cannot be voted upon. Michael Foos asked if there were any objections to voting for the By laws and the Amendment by ballot. Hearing none, he assumed unanimous consent of the Senate. All three items will be placed on a single ballot and distributed to voting members of Senate.
 - b. Post Tenure Review (Circular E6-00)
Walter Wagor and T.J. Rivard worked on the Post Tenure Review statement attached to the minutes. The policy came moved and seconded from the Faculty Affairs Committee for discussion. Robert Hertzog said that some members of the Board of Trustees would like to do post tenure review. However the issue needed to be resolved on each campus and then the Board could look at each one. Jane Vincent had a question about III, c., relating to situational differences of diverse faculty and asked it that included medical disabilities. The answer was yes. Ed Fitzgerald asked questions about the Enhancement plan and who provided the resources. Further discussion continued related to what resources would be available, what would be needed and how faculty would be informed of these resources. There were also several questions about substandard and/or unsatisfactory performance in the various categories since some seemed ambiguous. TJ Rivard suggested that Divisions and the campus should discuss what would be considered unsatisfactory and what would be the triggering mechanisms for a post tenure review. Several questions about how many times a faculty member could have post tenure review, the appeals process to be used, and faculty meeting expectations were discussed. President Foos said discussion could continue at the next meeting and then call the question. TJ Rivard said that if nothing is in place by November someone may put something in for us. Diane Roberts felt faculty should discuss the policy to their satisfaction and just let the Trustees know that we are making progress toward a policy. Michael Foos made a friendly amendment that faculty contact Walter Wagor or TJ Rivard with their suggestions and the changes can be introduced at the November meeting for further discussion. Ed Fitzgerald seconded.

F. Workload – Greg Weber

The Committee is accepting applications for reassigned time for Professional Development. The deadline is October 15th.

V. Chancellor's Business – David Fulton

A. Status of Discussion relating to IVTC and IUE

The Chancellor reported that discussions between the University and the Commission for Higher Education focus on the University's belief that a community college is not needed in Richmond since IU East, Purdue and IVTC can meet the current and future needs for the area. IU East has successfully included the Richmond Chamber of Commerce in support that position. The General Assembly voted to create a community college system based on a partnership with Vincennes and IVTC at all IVTC campuses, 22 sites. There are currently discussions about where to locate the new IVTC building which also complicates the community college issue. When the land situation is resolved, what would happen then? Although Richmond will not be the first site established, University officials feel it would be a duplication of resources already available for the area. The Chancellor did not know what the next step would be but suggested that the IU East Faculty Senate might prepare a statement relating to the IUE mission and the value of a baccalaureate education. Larry Englert moved that the Senate should create such a resolution. Ashton Veramallay seconded. Senate President, Michael Foos will work with faculty to prepare a resolution. The Chancellor added that the Alumni Association has begun a statement of support for the University's position. Discussions are on-going in other areas about how to put together some type of plan which would not duplicate services and resources already in the area.

VI. Academic Affairs – Diane Roberts

A. Vice Chancellor Roberts said she is reviewing committees, especially the Lead Center Advisory Committee. Some type of faculty development center would be helpful and the committee could identify and provide support for faculty. Perhaps there will be a half time person to coordinate the Teaching Learning Center. The Vice Chancellor will give another report after funding is determined and the committee decision is made.

B. The Teaching Award Committee will be Chaired by Mary Fell, assisted by Vandana Rao.

C. Dr. Ben Young reported that classes will be moving to Springwood Hall soon. The classes currently meeting in Whitewater 202 --212 will be moved October 18. Classes in Whitewater 213 and 209 will remain there until rooms are ready in Springwood. The Child Care Center, Career Services, and Tutorial Services have already moved in to Springwood. The Graf Recreation Center is nearing completion.

VIII. Old Business

None.

IX. New Business

None

X. Announcements

B. Laverne Nishihara said that the Multicultural Affairs Committee is asking for nominations for the Martin Luther King Diversity Enhancement Award.

C. Dianne Chandler announced that:

- a. Representatives will be at IU East in the Community Room on Thursday, October 7, 1999 to discuss Tax Deferred Annuities.

- b. On Friday, October 22, TIA-CREF representatives will be in Whitewater 119 to discuss financial strategy for 2000.
- c. Open enrollment for the Health Plan will be during the month of November. There will be an Open Meeting on November 4
- D. Ashton Veramallay said that the BEST Division will have an Accreditation Review this Fall.
- E. Kurt Acton said information regarding the United Way Campaign will be mailed to everyone on campus. Vice Chancellor Ben Young and Kurt Acton are serving as Co-Chairs of this year's United Way Campaign.
- F. Mary Folkerth encouraged faculty to apply for Library Mini Grants.
- G. Nominations for the W. George Pinnell Award for Exceptional Service should be sent to Sherry Rankin, Randall Osborne or Cathy Ludlum Foos. The deadline is October 12h.

XI. Adjournment

Larry Englert moved to adjourn. Ashton Veramallay seconded. Meeting adjourned at 12:25 pm.

**AGENDA
FACULTY SENATE
NOVEMBER 2, 1999
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm**

- I. Call to Order - Michael Foos
- II. Approval of Minutes - Faculty Senate - October 5, 1999
- III. President's Report - Michael Foos
 - A. Vote of Faculty Board of Review
 - B. Vote of Faculty Affairs Issues
- IV. Student Government Announcements
- V. Faculty Committees
 - A. AAA Committee - Mary Blakefield
Handbook Revisions
 - C. Budgetary Affairs - Larry Englert
Information Item
 - D. Curriculum Committee - Cathy Ludlum Foos
Information Item
 - E. Faculty Affairs - Robert Hertzog
Post Tenure Review (Circular E6-00)
 - F. Workload - Greg Weber
Brief Report
- VI. Chancellor's Business - David Fulton
Status of Community College
- VII. Academic Affairs - Diane Roberts
Information Items
- VIII. Old Business
- IX. New Business
- X. Announcements
Annual Fund Appeal - Lynn Hufford
- XI. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
November 2, 1999

Middlefork Hall Room 124

11:00 - 12:15pm

Presiding: Michael Foos, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Blakefield, M.; Branstrator, P.; Brown, E.; Carter, R.; Clapp-Itnyre, A.; Clark, K.; Corder, S.; Dempsey, K.; Dennis-Bay, L.; Englert, L.; Fitzgerald, E.; Folkert, M.; Foos, C. Ludlum; Foos, M.; Goble, C.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Larger, M.; Martin, ML.; McFadden, S.; Morse, M.; Osborne, R.; Pandya, V.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Sharma, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Vincent, J.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Wyett, J.; Matika, J.; Young, B.; Hicks, D.; Kauffman, J.; Stewart, C.;

Absent: Acton, K.; Barton-Kriese, P.; Bergen, M.; Blake, J.; Blakey, G.(Sabbatical); Browne, B.(Sabbatical); Chandler, David; DaCosta, C.; DeSantis, K.; Dhawale, K.; Fell, M.; Fulton, D.; Goerss, B.; Hamilton, S.; Jackson, D.; Lafuze, J.; Marling, V.; McCarty, J.(Sabbatical); Nishihara, L.; Osgood, T.; Roman-Royer, J.; Shapiro, S; Sundaram, D.S.; Thomas, T.; Turk, E

III. Call to Order

The meeting was called to order at 11:07 am by President Michael Foos.

II. Approval of Minutes

President Foos asked for approval of the October 5, 1999 minutes. Hearing no corrections, the Minutes stand as written.

III. President's Report – Michael Foos

- d. Michael Foos announced the results of the election for the Faculty Board of Review. Lora Baldwin and Randall Osborne were elected.
- e. President Foos announced the results of the vote on changes in the Indiana University East Faculty Senate Constitution relating to the review of Division Chairs and Deans(Circulars E15-99, E16-99, E17-99). All three amendments passed.
- f. The dedication of Springwood Hall will be held on Wednesday, November 10, at 11:00 am. Reservations should be made with Sue Norris at the Switchboard. A meeting with President Brand and faculty is tentatively scheduled between 1:00 and 2:00. More information will follow.
- g. President Foos said the letter regarding IU East faculty's stand on the Community College issue was sent to the Governor, with copies to the area legislators. President Foos thanked faculty for their input and suggestions in preparing the document. He also noted that Chancellor Fulton had prepared a statement for President Brand, as a follow up on conversations held during the Senate Retreat relating to the community college issue. Copies are available at this meeting and any suggestions, concerns, changes or comments should be forwarded to the Chancellor.

VII. Student Government – Carrie Stewart

- a. Student Government President, Carrie Stewart, reported that Student Government officers had discussed the need for a handicapped mentoring plan.
- b. Student Government hopes to upgrade the Spring Welcome event. Any and all suggestions should be sent to the Student Government Office.
- c. Another Organization Fair is planned at the beginning of Spring semester to make students aware of what clubs and groups are on campus and to encourage student participation.

V. Senate Committees

A. AAA Committee – Mary Blakefield

AAA Committee brought, moved and seconded, revisions to the Handbook clarifying requirements relating to the Honors List, Chancellor's List, and Dean's List, and procedures pertaining to Academic Probation, Suspension, and Reinstatement. Discussion. Ed Brown asked why a student was evaluated for probation after 12 hours instead of 6. Walter Wagor explained that the committee felt it was not appropriate for a part time student to take one course and be placed on probation. Also, 12 hours would be a better indicator if a student was having problems. A question was raised if a student was suspended was it permanent. Ben Young explained that once a student is suspended they are checklisted which shows up on every campus. The student would need to apply for reinstatement. Mary Blakefield said the revisions would be enacted for Fall 2000 if approved. Vote on revisions passed.

B. Budgetary Affairs – Larry Englert

Budgetary Affairs Committee met with John Kauffman to review the end of the year status.

C. Curriculum Committee – Cathy Ludlum Foos

- a. As an information item, the HFA Division is activating a course from the Master Course List, W001, Fundamentals of English, which will be offered in Fall 2000. The course will benefit those students who receive low scores on writing placement tests.

D. Faculty Affairs – Robert Hertzog

a. Post Tenure Review (Circular E6-00)

Dr. Hertzog reported that, although there had been no e-mail responses to changes in the Post Tenure Review document, Walter Wagor and T.J. Rivard had worked to incorporate comments and suggestions made during discussion at the October 4, 1999, Faculty Senate meeting and that revised document was presented. Cathy Ludlum Foos thanked them for doing such a good job. Larry Englert asked for a definition of "unsatisfactory performance." Robert Hertzog said that would be set by the university. Walter Wagor noted that in section III, the last paragraph, that "Divisions shall be required to determine what constitutes unsatisfactory performance..." and he explained that they were trying to set parameters by which the campus could establish a definition. President Foos called for a vote on the revised Post Tenure Review policy. Policy approved.

E. Workload – Greg Weber

- a. The Committee received three applications for additional reassigned time for Professional Development.
- b. The Committee received one report on reassigned time.

VI. Chancellor's Business – Vice Chancellor Roberts

- A. Vice Chancellor Roberts said that Chancellor Fulton was on a retreat with President Brand.

- B. November 15th will be designated Recycling Awareness Day which will be the kick off of renewed recycling efforts on the IU East campus. Peggy Branstrator is working to get the program started on the campus.
- C. Copies of the Chancellor's draft on the Community College Challenge were available for faculty. The draft is still open for faculty input and the Vice Chancellor asked that suggestions be e-mailed to the Chancellor. The final report will be sent to President Brand next week.
- D. The Chancellor wanted to announce that there would be a press conference somewhere on Thursday, November 4th. Vice Chancellor Matika said she had just received information that the press conference would be at 3:30 at the Richmond/Wayne County Chamber of Commerce Office. Jerry Lamkin, Stan Jones, Allen Paul, and Richard Bodiker will also attend. An announcement will be made regarding land acquisition.

VIII. Academic Affairs – Diane Roberts

- A. The Vice Chancellor said a visitor from the Business Accreditation team is on campus today verifying that problem areas of the B.E.S.T. program that needed to be rectified have, in fact, been addressed.
- B. The NSM Division will undergo an external review in Spring 2000 following a new process.
- C. The search for a Director of Extended Learning will be reactivated. When the Continuing Studies Office was reviewed last spring, resulting in un-emphasis of Workforce Development and the addition of the off campus programs, Connersville and New Castle, and the Bachelor of General studies, the name was changed. Marilyn Watkins will serve as Chair of the search committee.
- D. Following the review of the organization and function of the Office of Academic Affairs, the one major recommendation that was made was for a full time assistant to be appointed. Walter Wagor has been appointed to that position of Assistant Vice Chancellor.

VIII. Old Business

None.

IX. New Business

Walter Wagor commented that courses brought from the Master Course List are automatically activated without any requirements being in place. Cathy Ludlum Foos said the Curriculum Committee has discussed revisions to the procedure currently used and had drafted a proposal. She added that problems often occur in inter campus transfers when courses are so casually activated and suggested a stronger course activation policy might be needed. Bob Hertzog felt that decisions to activate a course should lie within the division where the course is being activated and that neither Faculty Senate nor the Curriculum Committee needs to be involved. Walter Wagor said new course proposals are discussed at length. He felt there should be no difference between new courses and any course to be offered. Any new course should go through the same process since it could affect the curriculum. Diane Roberts said she is not used to faculty approval of new courses, and asked if the approval of each and every course is necessary. Bob Hertzog said he would trust faculty in other divisions to approve its courses and would expect others to do the same for his division. Randall Osborne suggested discussion on the listserv and made a motion to formally engage in discussion of the process of bringing courses from the Master Course List. Ed Fitzgerald seconded. Motion passed. Walter Wagor felt it was a good idea. Cathy Foos will put the draft of the proposal on the listserv to get the discussion started.

X. Announcements

- H. Lynn Hufford urged faculty to support the Annual Fund Appeal. He explained that some unrestricted funds are used to support faculty research.
- B. The United Way Campaign has reached the halfway point toward the goal of \$12,000. Drs. Kurt Acton and Ben Young are serving as Co-Chairs.
- C. The Annual Whitewater Valley Art Show will be Saturday, November 6th, beginning at 10:00am. Roberta Smith, a New York Times Art Critic will juror the show.
- D. Jesse Dansby said Multicultural Affairs/Affirmative Action will be visiting divisions to review search and screen requirements.
- C. Randall Osborne will be accepting nominations for the Richard J. Wood Community Service Award. The deadline is November 15th at 8:00 am.
- I. Mary Folkerth reminded faculty to apply for Library Mini Grants. The deadline is November 15th. She should be able to make the announcement before Christmas break.

XII. Adjournment

Jerry Wyett moved to adjourn. Several people seconded. Meeting adjourned at 11:50 am.

**AGENDA
FACULTY SENATE
DECEMBER 7, 1999
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm**

- I. Call to Order - Michael Foos
- II. Approval of Tentative December Graduate List - Vice Chancellor Young
- III. Approval of Minutes - Faculty Senate - November 2, 1999
- IV. President's Report - Michael Foos
Announcement
- V. Student Government Announcements
- VI. Faculty Committees
 - A. AAA Committee - Mary Blakefield
No Report
 - C. Budgetary Affairs - Larry Englert
Report
 - D. Curriculum Committee - Cathy Ludlum Foos
Voting Items
 - IIM, I491 Integrated Information Management Project
 - NSM, L452, Capstone in Biology
 - Minor in Political Science
 - E. Faculty Affairs - Robert Hertzog
Review of Vice Chancellor Policy (Circular E7-00)
 - F. Workload - Greg Weber
No Report
- VII. Chancellor's Business - David Fulton
Remarks
- VIII. Academic Affairs - Diane Roberts
AOC Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
December 7, 1999

Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: K. Michael Foes, President of Faculty Senate

Present: Present: Acton, K.; Armstead, S.; Baldwin, L.; Barton-Kriese, P.; Blakefield, M.; Branstrator, P.; Carter, R.; Chandler, David; Clapp-Itnyre, A.; Corder, S.; Dennis-Bay, L.; Englert, L.; Fitzgerald, E.; Folkerth, M.; Foes, C. Ludlum; Foes, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, R.; Humphries, P.; Kauffman, J.; Martin, Matika, J.; M.L.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pandya, V.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Sharma, S.; Stanforth, D.; Stump, C.; Sundaram, D.S.; Szopa, A.; Thomas, T.; Tolley, R.; Veramallay, A.; Vincent, J.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Matika, J.; Young, B.; Hicks, D.; Kauffman, J.; Stewart, C.;

Absent: Bergen, M.; Blake, J.; Blakey, G.(Sabbatical); Browne, B.(Sabbatical); Brown, E.; Clark, K.; DaCosta, C.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Fell, M.; Goerss, B.; Hufford, L.; Jackson, D.; Jayasuriya, K.; Lafuze, J.; Larger, M.; Marling, V.; McCarty, J.(Sabbatical); McFadden, S.; Roman-Royer, J.; Shapiro, S; Stolle, C.; Turk, E , Wyett, J.;

I. Call to Order

The meeting was called to order at 11:06 am by President Michael Foes. President Foes asked that the Senate go into Executive Session for the purpose of reviewing and approving the list of tentative December graduates. The list was reviewed for accuracy. It was noted that the Registrar will confirm that all graduates have met all graduation requirements. The Senate voted unanimously in favor of approval of the December graduate list. The Senate came out of Executive Session at 11:15 am.

II. Approval of Minutes

President Foes asked for approval of the November 2, 1999 Minutes. Walter Wagor said that in Section V., D. a., the fifth line from the bottom, to add “the campus and” Divisions shall be required . . . Larry Englert moved to accept the Minutes as amended. Minutes of November 2, 1999 approved.

III. President’s Report – Michael Foes

- A. President Foes said he had received a letter from Governor O’Bannon in response to the letter IU East faculty had sent regarding the Community College Initiative. The letter was projected on the screen for all to read.
- B. President Foes suggested that a beginning of semester get together be planned again this year. Last year’s event was not well attended due to bad weather, but faculty expressed their thoughts that it was a good idea. The Agenda Committee suggested that full time IVTC faculty also be invited as an opportunity to open communication between the two campuses. President Foes said the Leland had been tentatively reserved for Friday, January 14th for the event.

- IV. Student Government – Carrie Stump
 - A. Student Government President, Carrie Stump reported that the Constitution will be revised to better fit the needs of the students.
 - B. Jessie Dansby has asked Student Government to look at diversity issues on the IU East campus.
 - C. Student Government will welcome students the first day of the Spring Semester with doughnuts in the morning and snacks in the afternoon and evening.

- V. Faculty Senate Committees
 - A. AAA Committee – Mary Blakefield
No Report
 - B. Budgetary Affairs Committee – Larry Englert
Larry Englert reported that the Executive Council has had preliminary talks relating to the budget and has asked Division Chairs to submit their budgets in January. The Budgetary Affairs Committee will meet with John Kauffman in January.
 - C. Curriculum Committee – Cathy Ludlum Foos
Voting Items
 - a. A new course proposal from B.E.S.T Division, came moved and seconded from the Committee. The course, I491, will be the final course in the IIM Degree. This capstone course will be taught by Jerry Cruz. Walter Wagor asked if the course description in the proposal would supercede or be subservient to the description in the Bulletin, since they are different. Gregory Weber said the description in the Bulletin was ten years old. Robert Hertzog called the question. The Parliamentarian stated that the course proposal approved by Faculty Senate would supercede the description that appeared in the Bulletin. I491 course proposal approved.
 - b. The course L452, Capstone in Biology, to be offered for variable credit, came moved and seconded from Curriculum Committee. L452 course proposal approved.
 - c. A Minor in Political Science came, moved and seconded, from the Curriculum Committee. Cathy Foos explained that the Minor would focus on various topics and includes courses already offered. Therefore no additional full time faculty will be added. Minor in Political Science approved.
 - D. Faculty Affairs Committee – Robert Hertzog
The Circular, E7-00, pertaining to the Review of Vice Chancellors, was brought, moved and seconded, by the Faculty Affairs Committee. Robert Hertzog explained that in the past Faculty Affairs Committee had overseen the review of the Vice Chancellor for Academic Affairs. This year the Chancellor asked Faculty Affairs to recommend guidelines for the review of all Vice Chancellors. Circular E7-00 which, if approved by the Faculty Senate, will be given to the Chancellor to implement. The guidelines came moved and seconded from the committee. The vote in favor of the recommended guidelines passed.
The next issue to be addressed by the Faculty Affairs Committee will be P & T guidelines.
 - E. Workload Committee – Gregory Weber
No Report

- VI. Chancellor's Business
- A. Chancellor Fulton said there does need to be serious review of the P & T process and improvement in that process.
 - B. The Chancellor said he felt inviting the IVTC faculty to the beginning of the semester get together was a good idea.
 - C. The Chancellor reported that there was a positive meeting with architects, IVTC and IUE representatives relative to land for a new building. Due to the topography of the area, the only satisfactory location for a building is the site of the current TV antenna.. The site would also integrate both campuses and provide additional parking. Academic issues and degrees were also included in the discussions.
 - D. The 2000-01, Biennial Budget has been submitted to the General Assembly. Discussion of the 2001-2003 budget will begin in late spring of early summer. Issues relating to the Community College Initiative will need to be included in these budget discussions.
 - E. Final draft documents for regional campus excellence projects are being completed. Chancellor Fulton will try to have a set put on reserve in the Library for review. Chancellors will meet December 14, to discuss the priorities of the campuses. One initiative by the Teaching and Learning Committee is a grant proposal for a model project on teaching at regional campuses.
 - F. Chancellor Fulton thanked Sue McFadden and Varsha Pandya, Co Chairs of the Women's Commission, and commission members, for their hard work on a policy dealing with Sexual Harassment Procedures. The procedures have been approved and are in place, and the project is complete.
 - G. Chancellor Fulton said he has taken the IU East Post Tenure Review Policy to the Board of Trustees and its attorneys for their review. However, there are three other campuses' policies to be reviewed prior to IU East.
 - H. Walter Wagor asked about rumors of property near the campus being annexed. The Chancellor said he could not comment.
- VII. Academic Affairs – Vice Chancellor Roberts
- Vice Chancellor Roberts reported that the Academic officers from the 8 IU campuses meet monthly to approve programs, certify programs, change program names, etc. Some of the issues they have or will be discussing include;
- They will begin looking at criteria for Teaching Awards.
 - They have also talked about People Soft, a relational data base which would include purchasing, advising, courses, etc. for all campuses.
 - They have discussed the issue of untenured faculty appointments, an issue also discussed by UFC and Ed Greenbaum.
 - The Associate of General Studies degree has been changed to: Arts and General Studies.
 - The South Bend and Southeast campuses would like to discuss changing the names of Academic Units from "Divisions" to "Schools".
- VIII. Old Business
- IX. New Business
- Committee End of Year Reports
- Faculty Board of Review – T.J. Rivard
- T.J. Rivard reported that the Board reviewed one case this year and sent its recommendation to the Chancellor on December 6, 1999.
- X. Announcements
- A. James Bland, Financial Aid Specialist, explained the verification of enrollment and the FN grade. He stated that if students do not attend class their financial

aid is adjusted and stressed the importance of accurate reporting of attendance. Faculty need to note if the student never attended and also the date the student last attended class. Robert Hertzog commended Financial Aid for doing a good job of monitoring attendance, which was long overdue.

- B. Mary Folkerth said the Library Committee met and Library Mini Grant recipients have been notified.
- D. Vandana Rao reported that the Teaching Awards Committee has submitted the name of Marilyn Watkins for the Distinguished Teaching Award. Suzy Shapiro's name has been submitted for the Teaching Innovation Award.
- E. Walter Wagor said Joan Lafuze, Randall Osborne, Robert Hertzog and David Frantz have taught VIC courses and will be available to talk with faculty who are interested in finding out more about these classes.

XI. Adjournment

Paul Barton-Kriese moved to adjourn. Seconded. Meeting adjourned at 12:15 pm.

AGENDA
FACULTY SENATE
February 1, 2000
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - November 2, 1999
- III. President's Report - Michael Foos
 - Thanks for help
 - Report on Party
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating Committee - Ed Brown
 - Senate president Election
 - B. AAA Committee - Mary Blakefield
 - Information Items
 - C. Budgetary Affairs - Larry Englert
 - Information Items
 - D. Curriculum Committee - Cathy Ludlum Foos
 - Information Items
 - E. Faculty Affairs - Robert Hertzog
 - Information Items
 - F. Workload - Gregory Weber
 - No Report
 - G. Chancellor Review Committee - Paul Barton-Kriese
- VI. Chancellor's Business - David Fulton
 - A. Budget
 - B. Update on IVTC Land Negotiation
 - C. Community College Status
- VII. Academic Affairs - Diane Roberts
 - North Central Re-Accreditation
- VIII. Old Business
- IX. New Business
- X. Announcements
 - Division of Education Announcement
 - Time to Schedule VIC
- XI. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
February 1, 2000
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: K. Michael Foos, President of Faculty Senate

Present: Present: Acton, K.; Armstead, S.; Baldwin, L.; Barton-Kriese, P.; Blakefield, M.; Blakey, G.; Branstrator, P.; Brown, E.; Carter, R.; Clapp-Itnyre, A.; Clark, K.; Corder, S.; Dennis-Bay, L.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, R.; Hufford, L.; Jayasuriya, K.; Lafuze, J.; Martin, M.L.; Matika, J.; McCarty, J.; McFadden, S.; Nishihara, L.; Osborne, R.; Pentz, M.; Powell, M.; Rains, J.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Sharma, S.; Stanforth, D.; Stolle, C.; Sundaram, D.S.; Szopa, A.; Thomas, T.; Tolley, R.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Young, B.

Absent: Bergen, M.; Blake, J.; Browne, B.(Sabbatical); Chandler, David; Clark, K.; DaCosta, C.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Goerss, B.; Humphries, P.; Larger, M.; Marling, V.; Morse, M.; Osgood, T.; Vincent, J.; Pandya, V.; Rankin, S.; Roman-Royer, J.; Turk, E., Wyett, J.

XII. Call to Order

Senate President Michael Foos called the meeting to order at 11:07 am.

XIII. Approval of Minutes

Ashton Veramallay noted that in V., a., the word supersede was misspelled.
Minutes of December 7, 1999 were approved as corrected.

XIV. President's Report – Michael Foos

- C. President Foos thanked everyone for the cards, phone calls, and helping out during his recent hospitalizations.
- D. The January 14th Gathering at the Leland was very enjoyable for the 40+ people who attended. There were also about 4 IVTC faculty members who attended.
- E. Dan Reagan, the faculty representative on the Commission on Higher Education, has informed President Foos that a bill to require a faculty member on the IU Board of Trustees has passed the Indiana House (77-11). The bill will be forwarded to the Indiana Senate. The Chancellor noted that Rep. Bodiker is Chairman of the Education Committee and had a major role in the bill's passage.

XV. Student Government – Carrie Stewart

No Report

XVI. Faculty Senate Committees

F. Nominating Committee – Ed Brown

Senate President Election

Ed Brown asked if there were any nominations for Senate President from the floor. Ron Carter nominated Michael Foos. He declined the nomination.

Ed Brown said that Suzi Shapiro's name had been submitted for nomination.

Paul Barton-Kriese moved the nominations be closed. Ashton Veramallay seconded. A voice vote was taken. Suzi Shapiro was unanimously elected.

Curriculum Committee member

Ed Brown reported that Varsha Pandya had resigned from the Curriculum Committee. He asked if anyone would be interested in filling the vacancy.

He added that the committee could still function with just six members. Lora Baldwin volunteered to serve on Curriculum Committee. Larry Englert moved to close the nominations. Lora Baldwin was elected to Curriculum Committee by a voice vote.

G. AAA Committee – Mary Blakefield

The Committee met four times during the semester to address student appeals.

H. Budgetary Affairs Committee – Larry Englert

Larry Englert said he and committee member, Kelly Dempsey, were asked to meet with Executive Council for discussion of cost of living.

Walter Wagor asked what are the priority items for the budget.

Lora Baldwin asked if there were any options available to IU East employees in getting a doctor within the Anthem network in Richmond. Chancellor Fulton said there is a serious situation in Richmond and he has talked with Dan Rives in the University Health Office to try to resolve the problem. Anthem has sent representatives to Richmond to help with filing procedure problems. Anthem will also meet with the hospital and the Physician Health Organization. But the primary issue is the problem of the fee schedule that is not acceptable to Richmond doctors. The University needs to work on this issue. The Center for Health Promotion, here at IU East, does provide some preventative health measures.

Ashton Veramallay suggested that Budgetary Affairs Committee work with the Chancellor to look into this issue.

Robert Hertzog proposed a resolution that the Faculty Senate President draft a letter to the Chancellor stating that the IU East Faculty Senate is concerned about the direction that health care is going in Richmond and ask him to do whatever possible to get the University to help in whatever way possible. The resolution was passed unanimously.

The Chancellor said IU is self insured and hired Anthem to establish a system of delivery of health care. Health care costs are creeping up. It is a complex situation. We need to know that people in Richmond have adequate access to health care. Ed Fitzgerald said there needs to be control on health care costs and access to health care. The Chancellor also suggested contacting Star Johnson who is the IU East Representative to the University Health Care Committee. Mary Folkerth said she works for a doctor and the doctor feels Anthem is the problem.

- I. Curriculum Committee - Cathy Ludlum Foos
Cathy Ludlum Foos reported on the 1st Year Experience, a pilot program that has been in existence for two years. In conversations with people from Kokomo she was informed that they felt it is essential to have faculty involvement in order for the program to be successful. Cathy would like IU East faculty to start talking about what are their goals for the students? what accomplishments would they like to see?, what programs and activities should be incorporated?, etc. She would like to get as much input as possible and said she will initiate conversations on the Listserv. She also thought it might be a possible Senate Retreat topic.
 - J. Workload Committee – Gregory Weber
No Report
 - F. Faculty Affairs - Robert Hertzog
Robert Hertzog said the committee has begun discussion that they hope will produce a comprehensive policy for Promotion and Tenure. Some of the points under consideration include: a 3 year review at the Division level to clarify and narrow the evidence to make a case; a more manageable size for the dossiers; more effective mentoring within the Division. The committee needs input and encouraged Divisions to discuss this issue in their Division meetings.
 - G. Chancellor Review Committee – Paul Barton-Kriese, Chair
Paul Barton-Kriese said he has been asked to serve as Chair of the Committee to conduct the 5 year Review of Chancellor Fulton. The Committee will have its first meeting on Thursday, February 3, with President Brand and the outside consultant to talk about procedures and time lines. An e-mail has been sent to campus constituencies asking for their input, comments, concerns, interests, etc. Community members will also be contacted. President Brand has indicated that he would like the review to be completed by the end of Spring semester. Committee members include: Mary Blakefield, Marilyn Watkins, Mary Folkerth, Marty Pentz, Ron Carter, Eleanor Turk, Bob Chamness, Kim Ladd, Carrie Stewart (student), Tim Williams, Larry Simkin (IU East Board of Trustees). Al Ruesink serves as the faculty representative from Bloomington representing President Brand. Ron Carter asked if there would be a written survey to evaluate the Chancellor's performance as had been done in the past. Paul Barton-Kriese said such decisions would be discussed at the first meeting of the committee.
- XVII. Chancellor's Business
- A. Budget
Chancellor Fulton said the Vice Chancellors will meet with Executive Council on Monday to discuss the budgetary needs of their units. Those requests will be incorporated into a budget document which will be forwarded to Cabinet on February 14. There will be further review and the final budget request will be presented in March.

B. IVTC

The Chancellor projected a map on the screen showing the proposed land transfer areas and the location of the new IVTC building. The land transfer agreement proposal requires that the land be turned over to the Wayne County Chamber of Commerce, as an independent agent, which will then make the final transfer to IVTC when funding is approved by the General Assembly. The plan showed that the new building and relevant parking would be located near the existing tennis courts and soccer fields. IVTC will be responsible for costs to relocate both facilities, if necessary. The area to the East of the site not compatible for buildings will remain green space. The Cart Road access will be moved but will not become another formal entrance. The chiller building will be upgraded to provide service to both IU East and IVTC. The Chancellor said that a 2 year college will not be allowed on the site for 5 years. By that time he hoped Vincennes would not be interested in locating here since the strategy is to have IVTC and IU East provide, in effect, all the services of a community college. The two institutions will work together on creating a new entrance on Chester Blvd. Other IVTC buildings around Richmond will ultimately be closed. Alisa Clapp-Itnyer expressed her concerns about plans to maintain the green space. The Chancellor stated that green space is included in the Master Plan. Ed Brown asked what resources IVTC had that IU East could share. Vice Chancellor Roberts said she had talked with Steve Tincher about various possibilities, such as Workforce Development, but nothing has been identified yet.

C. Retention

The Chancellor reported that the retention rate for Fall semester dropped to 48%, down from 52% in Spring. He said it is important that we do something quickly to address the retention problem.

XVIII. Academic Affairs – Vice Chancellor Roberts

- A. The Vice Chancellor said IU East will undergo a re-accreditation in 2002. Our liaison with North Central will be on campus in early March to discuss the process for the self study and setting up a committee. A Coordinator, or Co- Coordinators, for the self-study will be appointed and the Vice Chancellor asked anyone interested in the position to contact her.
- B. The Vice Chancellor said that current placement policy procedures will be enforced so that if a student places in a certain number of developmental courses he will only be able to take certain courses (Corrected 3-7-00 Walter Wagon noted a correction in VII., B.. The writing across the curriculum requires that W131 be completed within the first 25 credit hours and the second writing requirement must be completed within the first 50 credit hours.) These policies should help students develop competency in reading and writing which could help the success/retention rate.

XIX. Old Business

XX. New Business

XXI. Announcements

- A. President Foos reported that some campus websites have been cancelled but the Senate web page is back up.
- B. Marilyn Watkins thanked faculty who attended last Friday's session on the Indiana Professional Standards Board new requirements, hosted by the Division of Education. She added that this is the year for the Division's NCATE re-accreditation and Education liaisons will be attending Divisions' meetings soon to discuss the visit. She said that an Education Division multi media presentation will be previewed before and following next month's Senate meeting.
- C. Steve Reynolds, Vice Chancellor for Information Technology, sent word that it is time to schedule VIC classes for next year.
- D. Joanne Rains announced the Medallion Dinner would be April 28th. The cost will be \$65, which goes toward scholarships.
- E. Joanne Matika, Vice Chancellor for External Relations and Development, reminded faculty of the IU East Radio Day Auction going on today.
- F. Ron Carter announced that Dr. Marilyn Watkins has been selected for the All Campus Distinguished Teaching Award.
- G. Kevin Clark was introduced as the new visiting professor in Psychology.
- H. Walter Wagor will be sending information about the Gates Millennium Scholar Program for minority students.

XXII. Adjournment

Larry Englert moved to adjourn. Seconded. Meeting adjourned at 12:12 pm.

AGENDA
INDIANA UNIVERSITY EAST
FACULTY SENATE
March 7, 2000
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - February 1, 1999
- III. President's Report - Michael Foos
 - Honors Day
 - Mike Klein Visit March 24th
 - Civility Policy
 - Recycling
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating Committee - Ed Brown
 - Nominating Committee Preliminary Vote
 - UFC Representative Election
 - B. AAA Committee - Mary Blakefield
 - Information Item
 - C. Budgetary Affairs - Larry Englert
 - Information Item - Chancellor Fulton
 - D. Curriculum Committee - Cathy Ludlum Foos
 - No Report
 - E. Faculty Affairs - Robert Hertzog
 - Information Items
 - F. Workload - Gregory Weber
 - Reassigned Time Petition
- VI. Chancellor's Business - David Fulton
 - Community College Update
- VII. Academic Affairs - Diane Roberts
 - Chair Review
 - Enrollment Verification Form
 - Research Funds
 - Update on Searches
- VIII. Enrollment Services - Benjamin Young
 - Bookstore
 - Spring Enrollment
- IX. Old Business
- X. New Business
- XI. Announcements

XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
March 7, 2000
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: K. Michael Foos, President of Faculty Senate

Present: Present: Acton, K.; Barton-Kriese, P.; Blakefield, M.; Blakey, G.; Bland, J.; Branstrator, P.; Brown, E.; Carter, R.; Chandler, David; Chandler, Dianne; Clapp-Itnyre, A.; Clark, Karen; Clark, Kevin; Corder, S.; DaCosta, C.; Dennis-Bay, L.; Englert, L.; Fitzgerald, E.; Folkerth, M.; Foos, C. Ludlum; Foos, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Hertzog, R.; Hicks, D.; Jayasuriya, K.; Kauffman, J.; McCarty, J; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Osgood, T.; Pandya, V.; Pentz, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Ray, V.; Reece, D.; Reynolds, S.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Sharma, S.; Stolle, C.; Szopa, A.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Young, B.

Absent: Armstead, S.; Baldwin, L.; Bergen, M.; Blake, J.; Browne, B.(Sabbatical); Clark, K.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Fell, M.; Goerss, B.; Henry, M.; Hufford, L.; Humphries, P.; Lafuze, J.; Larger, M.; Marling, V.; Martin, M.L.; Vincent, J.; Roman-Royer, J.; Stanforth, D.; Sundaram, D.S.; Thomas, T.; Tolley, R.; Turk, E.; Vincent, J.; Wilde, J.; Wyett, J.

I. Call to Order

Senate President Michael Foos called the meeting to order at 11:07 am.

II. Approval of Minutes

Walter Wagor noted a correction in VII., B.. The writing across the curriculum requires that W131 be completed within the first 25 credit hours and the second writing requirement must be completed within the first 50 credit hours. Minutes approved as corrected.

I. President's Report – Michael Foos

A. President Foos reminded everyone that Honors Day is April 2. There will be a new format this year. Faculty will march in full academic regalia. He added that the last day to rent caps and gowns from the Bookstore is tomorrow, to avoid extra costs. Faculty members were urged to participate in Honors Day.

B. Michael Klein, an attorney for the University, will be at IU East on March 24, for an open meeting from 10:00-12:00, in Middlefork 124, to talk about legal issues, especially relating to P & T documents.

C. On February 8th, UFC passed a Civility Policy.

D. A recycling program was started in February. Program director, Peggy Branstrator, announced winners of the contest to recycle the most white paper, bottles and cans. Whitewater was the winner with 30 lbs. of paper and Middlefork won with 8 lbs of cans.

E. President Foos said he had sent an e-mail to faculty inviting volunteers to stand at the stairs to greet and congratulate students at Commencement.

II. Student Government – Victor Ray

A. Student Government Vice President, Victor Ray, said there would be an election for new Student Government officers held on April 11 and 12.

B. Student Government will move from Whitewater 112B to the newly renovated Bookstore area soon.

- C. Student Government is currently working together with IVTC student officers to work on safety issues affecting both campuses, such as improved lighting.
- D. Senator David Reece said another safety issue being addressed is making the campuses more handicapped accessible. He said Chancellor Fulton has agreed to go around campus in a wheelchair to experience what problems handicapped students face.
- E. On Thursday, March 30, at 7:00 pm, Student Government will sponsor award winning investigative journalist, Martin Lee, who will do a multi media presentation on "The Politics of Hate".

V. Faculty Committees

A. Nominating Committee – Ed Brown

Ed Brown said that it is necessary to select a slate for the Nominating Committee election that will be held next month. There will be two new members elected to two year terms, beginning in July. Mary Fell will continue on the committee. The ballot listing qualified faculty was distributed. Several people asked to have their names stricken. Ed Brown explained that four names should be circled and the four with the most votes would comprise the ballot for next month's election. Later, Ed Brown announced the results: Ed Fitzgerald, Michael Foos, Betty Goerss, and Rob Tolley will be on the ballot.

A second election was conducted for a new UFC Representative. Ed Brown explained that this person attends the monthly UFC meetings, on Tuesdays, in Bloomington or at IUPUI. Michael Foos was nominated. Larry Englert moved to close the nominations. Paul Barton Kriese seconded. Michael Foos unanimously elected UFC Representative.

B. AAA Committee – Mary Blakefield

Mary Blakefield said the committee had been working with the Registrar's Office to modify the current drop/add form and asked Dennis Hicks, Registrar, to explain the changes. Dennis Hicks said that they tried to improve the form and reviewed the Academic Handbook to ensure accuracy with current policies. The new Schedule Change Form has spaces for dropping 5-6 courses on the top half and the same number for adding courses on the bottom. During the first week of classes a student can drop or add a course without a faculty signature. After the first week, the faculty signature is required. Financial Aid and the Bursar must also sign the form to ensure that the student knows how their Financial Aid will be affected. The Drop Only Form is used after 9 weeks and requires a faculty signature. This is a 3 part form with copies for the student, faculty, and Student Records. Both new forms will be distributed by Student Records with a list of instructions for their use.

C. Budgetary Affairs – Larry Englert

Larry Englert deferred to Chancellor Fulton who gave the Budget Report. Chancellor Fulton explained that responses to the January budget draft had been solicited until March and a final draft has been presented to Cabinet. The goals of budget building included: Improve retention; Increase technology use by faculty; Achieve and maintain competitive salaries; and, Continue academic program development, all parts of the IU East Strategic Plan. The Chancellor used an overhead to explain the proforma budget, campus adjustments, and requests for additional Strategic Direction Charter Funding. (See attached) He added that each unit must complete its individual budget, including salary recommendations, by mid April. The Trustees should approve the Budget in mid May.

D. Curriculum Committee – Cathy Ludlum Foos

No Report

E. Faculty Affairs – Robert Hertzog

Robert Hertzog reported that the committee is working on P&T issues.

F. Workload – Gregory Weber

Gregory Weber reported that the committee reviewed three applications for professional Development Reassigned Time and all were approved.

The committee is gathering faculty workload information from Division Chairs.

IV. Chancellor's Business – Davis Fulton

Chancellor Fulton began his update on the Community College situation by sharing a summary of an article by Stan Jones and Ken Sauer that discussed policy directives and possible distinctions between the tiers of higher education institutions in Indiana. (Complete document attached.) The Chancellor hoped that the University would respond with a clear statement of its position on the role of regional campuses. Varsha Pandya asked if faculty could respond to the article in some way. The Chancellor suggested that the publisher might be contacted or a letter to Dan Reagan, the faculty representative on the Commission of Higher Education, might be helpful. Larry Englert suggested contacting area Representatives to the State Legislature.

V. Academic Affairs – Diane Roberts

A. In compliance with the Faculty Senate revisions to the Review of Chairs Policy, the Vice Chancellor for Academic Affairs said she would review the Chair of B.E.S.T. Division this year.

B. The Vice Chancellor reminded faculty to submit their Enrollment Verification Forms to the Registrar to meet state requirements.

C. The Vice Chancellor reported the following faculty members will be on Sabbatical in the Fall: Kurt Acton, Gregory Weber, Tom Thomas, and Cathy Ludlum Foos. She also announced that the following faculty members have received Summer Faculty Fellowships: Eleanor Turk, Cathy Ludlum Foos, Cheryl Stolle, and Vandana Rao.

D. The Vice Chancellor gave an update on several searches being conducted this spring. The Division of Education's search was successful and an Assistant Professor to teach Foundations courses has been hired.

The search for a Director of Extended Learning was unsuccessful. Searches for faculty in Math, Speech, Communication and B.E.S.T. are on-going.

E. The Vice Chancellor encouraged faculty to become more aware of research funds available, such as the Student Undergraduate Research, Intercampus Research funds, and additional money set aside for each regional campus.

VI. Enrollment Services – Benjamin Young

A. Vice Chancellor Young asked James Bland to report on the Unofficial Withdraw Reports. He said the Department of Education has mandated the use of the form and institutions must have a certain number returned in order to be in compliance with the law. The forms have a significant impact on Title 4 participation.

B. Vice Chancellor Young reported on changes made in the newsprint schedules for Summer and Fall. He added that the Seven Campus Learning Objectives have a prominent place in the schedule and their importance stressed.

C. Enrollment Services is working on a Statement of Student Responsibility and hopes to have it completed by the end of the year. The Statement would include what IU East expects of its students in the areas of conduct and grades.

D. Dr. Young said that Spring enrollment is down, both in head count and credit hours taken. Enrollment Services feels it is important to increase enrollment and will help students in any way possible to get them enrolled.

E. Dr. Young announced that the Bookstore will be moving into the newly remodeled area during Spring Break and encouraged everyone to stop by to see the "state of

the art” facility. He said he would like to eliminate the “Late Book Shelf” by having all book orders in on time. He urged Divisions to work with their Adjuncts to get their orders in. He added that Campus Life would be moving into their new offices soon.

VII. Old Business

VIII. New Business

IX. Announcements

1. Michael Foos said the Senate resolution on health care has been sent to the Chancellor and will be forwarded to President Brand. Dan Rives, Director of the Benefits Office, will be at IU East tomorrow, Wednesday, March 7, to meet with faculty and staff representatives.
2. Larry Englert commended the Division of Education on their fine multimedia presentation that was shown prior to the Senate meeting. The presentation will be shown to NCATE team members during their National Accreditation Visit, March 25 –29.
3. Dianne Chandler announced that the Faculty-Staff Luncheon would be on Monday, May 1, this year.
4. Peggy Branstrator said she has personal recycling containers for white paper. These can be picked up following the meeting.

X. Adjournment

Larry Englert moved to adjourn. Paul Barton-Kriese seconded. Meeting adjourned at 12:23PM

AGENDA
INDIANA UNIVERSITY EAST
FACULTY SENATE
April 4, 2000
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - March 7, 2000
- III. President's Report - Michael Foos
Herman B. Wells
Community College
Michael Klein's Visit
Dan Rives Meeting
- IV. Student Government Announcements
- V. Faculty Committees
 - A. Nominating Committee - Ed Brown
Nominating Committee Election
 - B. AAA Committee - Mary Blakefield
No Report
 - C. Budgetary Affairs - Larry Englert
No Report
 - D. Curriculum Committee - Cathy Ludlum Foos
Information Item
 - E. Faculty Affairs - Robert Hertzog
No Report
 - F. Workload - Gregory Weber
Reassigned Time
Banking Policy, E9-00
- VI. Chancellor's Business - David Fulton
Board of Trustees Meeting
- VII. Academic Affairs - Diane Roberts
NCATE Report
Update on Searches
TERA
P & T
- VIII. Old Business
- IX. New Business
- X. Announcements
- XI. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
April 4, 2000
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: K. Michael Foes, President of Faculty Senate

Present: Present: Acton, K.; Barton-Kriese, P.; Blakefield, M.; Blakey, G.; Branstrator, P.; Brown, E.; Carter, R.; Chandler, David; Chandler, Dianne; Clapp-Itnyre, A; Corder, S.; Dennis-Bay, L.; Fitzgerald, E.; Folkerth, M.; Foes, C. Ludlum; Foes, M.; Fulton, D.; Goble, C.; Hamilton, S.; Helton, E.; Hertzog, Humphries, P.; Jayasuriya, K.; Kauffman, J.; Lafuze, J.; Matika, J; McFadden, S.; Morse, M.; Nishihara, L.; Pandya, V.; Powell, M.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Stanforth, D.; Stolle, C.; Szopa, A.; Thomas, T.; Tolley, R.; Veramallay, A.; Vincent, J.; Wagor, W.; Weber, G.; Wilde, J.; Young, B.

Absent: Armstead, S.; Baldwin, L.; Bergen, M.; Blake, J.; Browne, B.(Sabbatical); Clark, Karen; Clark, Kevin; DaCosta, C.; Dempsey, K.; DeSantis, K.; Dhawale, K.; Englert, L.; Fell, M.; Goerss, B.; Henry, M.; Hufford, L.; Larger, M.; Marling, V.; Martin, M.L.; McCarty, J; Osborne, R.; Osgood, T.; Pentz, M.; Vincent, J.; Rains, J.; Rankin, S.; Roman-Royer, J.; Sharma, S.; Sundaram, D.S.; Turk, E.; Watkins, M.; Wyett, J.

II. Call to Order

Senate President Michael Foes called the meeting to order at 11:17 am, when a quorum was reached. Prior to reaching a quorum, non voting agenda reports were presented.

II. Approval of Minutes

Michael Foes asked for approval of the March 7, 2000 Minutes. Minutes approved as written.

III. President's Report – Michael Foes

B. President Foes gave a brief eulogy upon the passing of Herman B. Wells and asked Senate members to share a moment of silence in his remembrance.

B. President Foes said the article written by Stan Jones and Ed Sauer, that the Chancellor referred to in the March 7th Senate meeting, had been attached to the Minutes and encouraged faculty to read it and forward comments to the Governor and/or Members of the State Legislature. The article discusses the roles for the research campus, the community college, and the mid level university but it appears that roles of regional campuses might not survive. Cathy Ludum Foes suggested stressing the lack of 4 year institutions in Southeast Indiana and promoting that the 4 year role of IU East in the partnership with IVTC is critical.

C. Michael Klein visited IU East on March 24th and met with members of the Faculty Affairs Committee to discuss P & T documentation issues. The Committee will update processes and make some significant changes.

D. Dan Rives, from University Benefits, met with IU East faculty and staff representatives on March 7th, to talk about concerns with the Health Insurance Plan and possible solutions. As of yesterday, he was not able to make a deal with the OB/Gyn or Family Practice. However, he will be at IU East for a meeting on April 12th, at 1:15, in the Community Room, to talk about new arrangements for out of network coverage.

- IV. Student Government
No Report.

- V. Faculty Committees
 - G. Nominating Committee – Ed Brown
 - a. Ed Brown said that he has sent an e-mail to faculty to get preferences for serving on the P & T and Faculty Board of Review Committees. The slate will be selected at the May meeting.
 - b. Ed Brown announced the slate selected for the Nominating Committee election consists of Ed Fitzgerald, Michael Foos, Rob Tolley, and Betty Goerss. Ballots were distributed. Faculty was asked to rank each candidate, with 1 for the first choice, 2 for second, etc. The results of the election were announced later - Michael Foos and Betty Goerss elected to the Nominating Committee. Ed Brown commented that it had been a close election. Walter Wagor posed the question of whether the Senate President should vote in Senate elections.

 - H. AAA Committee – Mary Blakefield
No Report

 - I. Budgetary Affairs – Larry Englert
No Report

 - J. Curriculum Committee – Cathy Ludlum Foos
 - a. As an Information Item, BEST Division is activating a course from the Master Course List, M401, International Marketing, 3 credits, to be taught by D.S. Sundaram, and will be part of the Marketing Degree.
 - b. BEST Division also voted to change the name of the Bachelor of Science in Integrated Information Management Degree to the Bachelor of Science in Management Information Systems. The change will be in effect Spring 2000.
 - c. Cathy Foos reported that the University Policy Committee has been looking at the Intercampus Transfer Policy. A proposal has been sent to University Faculty Council stating that courses with the same name and number are the same on all campuses. Committee members will review the courses, looking at syllabi and course descriptions to assure they are the same on all campuses. The 100 and 200 level courses already transfer among campuses, but the 300 and 400 level courses will be reviewed. A policy will be determined at the UFC meeting on April 25. Dr. Young applauded the committee's efforts, adding that it would be very helpful to students.

 - K. Faculty Affairs – Robert Hertzog
 - a. Regarding the transfer of courses, Robert Hertzog suggested that the Master Course List might be reviewed as well.
 - b. Robert Hertzog reported that Michael Klein was appalled at the IU East P & T Policy, some of which contradicts University Policy. He felt that if someone was denied P & T they might be justified to challenge on the procedure alone. Changes will be made in order to meet University guidelines.

 - L. Workload – Gregory Weber
 - a. Gregory Weber reported that the committee is still working on Reassigned Time and will present its proposal at the May Senate Meeting.
 - b. Gregory Weber explained that the Banking Policy, E9-00, attached to the Minutes, is the same one as presented last Spring. The committee is still working on it and welcomed comments and questions from faculty. They hope to bring the completed policy to the May Senate meeting. It was pointed out, in 7.5.2 b, that the intent of the policy is to reward faculty who do a large number

of independent study courses. There were questions about 7.5.2 d, statement that courses could not be saved for more than 5 years. Faculty commented that some faculty might not be able to take time off within a 5 year period. Another question arose about whether the 5 years referred to the beginning of the first course or the last. There was a question about what the faculty member was supposed to do with the time off. In 7.5.2 c, there was a question about who determines what "normally", in reference to accumulated hours, meant. It was pointed out that in smaller disciplines, with fewer faculty, it might not be possible to take time off. There was also a suggestion that it may be necessary to determine who is eligible to qualify for banked hours. Peggy Branstrator said that the policy does not say that the time must be used within 5 years. Faculty questioned if the time limit should be raised, or if there should be a time limit. One faculty member wondered if there was a way to meet student needs and still get some kind of reward for faculty. The question of abusing the system was raised. Gregory Weber said the committee intended to make the policy somewhat flexible and reward faculty in some way. He thanked faculty for their input.

VI. Chancellor's Business – Davis Fulton

- A. The Chancellor gave a report on the Board of Trustees Meeting. The issue of class minimums was discussed. Each campus will need to submit a report on campus policy. The IU East Policy sets a minimum of 10 students, with exceptions granted by the Vice Chancellor for Academic Affairs and the Chancellor. There was a question about minimums for Summer classes. They are set at 10 also. The Trustees will confirm the policy of each campus, noting any exceptions. A required yearly report from each campus will be submitted in the Spring.
- B. The Trustees are reviewing the Post Tenure Review Policy and hope to reach a decision by the end of the year.
- C. The role of regional campuses was also discussed.

VII. Academic Affairs – Diane Roberts

- F. The Vice Chancellor congratulated the Division of Education on their successful NCATE accreditation visit.
- G. Vice Chancellor Roberts said she and Walter Wagor had attended a North Central meeting in Chicago the past weekend.
- H. The Vice Chancellor congratulated faculty members who received awards at Honors Day. Teaching Awards were given to T.J. Rivard, the Helen Lees Award; Laverne Nishihara, the Horizon Award; Frances Peacock, the Chancellor's Award for Excellence in Teaching (adjunct). TERA Awards were given to: Ed Brown; Betty Goerss; Kumara Jayasuriya; Edwina Helton; Laverne Nishihara; Randall Osborne; Joanne Rains; Vandana Rao; T.J. Rivard; Anne Szopa; and, Rob Tolley.
- I. The Vice Chancellor gave an update on Spring searches. There were two searches in B.E.S.T., the Accounting position was filled but the Integrated Information Management position was not. One of two positions in each, Education, Math and Humanities and Fine Arts, was filled. The Nursing position was not filled nor was the Director of Extended Learning position. The search for a Director of Extended Learning will continue.
- J. Ed Brown and Betty Goerss were congratulated on their recommendations of appointment to Associate Professor with Tenure.

XI. Old Business

Ashton Veramallay asked the Chancellor for the status of the Best Practices Initiative. The Chancellor said the document had been completed and forwarded to the President. Copies should be available soon.

XII. New Business

XIII. Announcements

- a. Cathy Ludlum Foos said she would be stepping down from her position on the Education Policy Committee due to sabbatical. She suggested someone from Curriculum Committee might be interested in serving.
- b. Mary Ann Morse thanked the entire campus for the help and support during the Education NCATE Accreditation visit.
- c. Chancellor Fulton added that the NCATE Team had positive comments about faculty support for Education faculty, the Education curriculum, and Education students.

The Chancellor thanked everyone who attended Honors Day.

The Chancellor reminded people of the Medallion Dinner on April 28th, honoring Faye Price for her work with the SCOPE Program, and Danny and Patty Danielson for their successful fund raising efforts for the Danielson Center in New Castle.

- d. Walter Wagor asked if information on the responsibilities and selection of University Faculty Council Committees could be distributed to faculty.
- e. Dianne Chandler announced that the ballot for the Employee of the Year is with the invitation to the May 1st All Campus Luncheon and reminded people to send in their nominations.
- f. Walter Wagor said that there would be a Teaching Learning Steering Committee Technology Fair following the Spring luncheon again this year.
- g. Jerry Wilde announced that on April 15th, the Division of Education would be sponsoring the comedy group, Wavelengths, presentation of The Seven Habits of Highly Ineffective Educators. The program is free.

XIV. Adjournment

Paul Barton-Kriese moved to adjourn. Meeting adjourned at 12:14PM

AGENDA
INDIANA UNIVERSITY EAST
FACULTY SENATE
May 2, 2000
MIDDLEFORK HALL Room 124
11:00 am - 12:15 pm

- I. Call to Order - Michael Foos
- II. Approval of Minutes of Faculty Senate Meeting - April 4, 2000
- III. Approval of May Graduates List (Executive Session)
- IV. President's Report - Michael Foos
 - UFC Inter Campus Transfer
 - Commencement - May 12, 2000
 - Senate Retreat Date
- V. Student Government Announcements
- VI. Faculty Committees
 - A. Nominating Committee - Ed Brown
 - Election of Faculty Senate Committees
 - P & T Nominations
 - B. AAA Committee - Mary Blakefield
 - No Report
 - C. Budgetary Affairs - Larry Englert
 - No Report
 - D. Curriculum Committee - Cathy Ludlum Foos
 - Institutional Requirements (E11-00)
 - Recommendation to Chancellor (E14-00)
 - E. Faculty Affairs - Robert Hertzog
 - No Report
 - F. Workload - Gregory Weber
 - Reassigned Time Report
 - Overload Banking Policy (E9-00)
 - G. Agenda Committee
 - Steering Committee (E15-00)
- VII. Chancellor's Business - David Fulton
 - Remarks
- VIII. Academic Affairs - Diane Roberts
 - AOC
 - Update on Search
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
May 2, 2000
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: K. Michael Foes, President of Faculty Senate

Present: Present: Baldwin, L.; Blakefield, M.; Blakey, G.; Branstrator, P.; Brown, E.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Clark, Kevin; Corder, S.; DaCosta, C.; Dempsey, K.; Dennis-Bay, L.; Dhawale, K.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foes, C. Ludlum; Foes, M.; Fulton, D.; Goble, C.; Goerss, B.; Hamilton, S.; Helton, E.; Henry, M.; Hertzog, Humphries, P.; Jayasuriya, K.; Lafuze, J.; Larger, M.; Martin, M.L.; Matika, J; McFadden, S.; Morse, M.; Nishihara, L.; Osborne, R.; Pentz, M.; Powell, M.; Rains, J.; Rao, V.; Reynolds, S.; Rivard, T.J.; Roberts, D.; Shapiro, S.; Stanforth, D.; Stolle, C.; Turk, E.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Young, B.

Absent: Acton, K.; Armstead, S.; Barton-Kriese, P.; Bergen, M.; Blake, J.; Browne, B.(Sabbatical); Carter, R.; Chandler, David; DeSantis, K.; Englert, L.; Hufford, L.; Marling, V.; McCarty, J; Osgood, T.; Pandya, V.; Sabine, N.; Szopa, A.; Thomas, T.; Vincent, J.; Rankin, S.; Roman-Royer, J.; Sharma, S.; Sundaram, D.S.; Tolley, R.; Vincent, J.; Wyett, J.

III. Call to Order

Senate President Michael Foes called the meeting to order at 11:10 am.

II. Approval of Minutes

Some wording changes were suggested for clarification. Minutes approved as corrected.

III. The Senate went into Executive Session to approve the Tentative May Graduate List. Discussion. Vice Chancellor Young will be notified of questions regarding some students on the list. Mary Blakefield moved to accept the May Graduate List, pending satisfactory completion of coursework. Vandana Rao Dev seconded. Mary Fell asked how June and August graduates are approved. Vice Chancellor Young said he would check. (He later reported that a list of August graduates is not available at this time.) Walter Wagor noted that the August Graduates have been approved at the Senate Retreat. President Foes presented the tentative list of May graduates for approval, as they meet all the requirements for graduation. May graduate list approved. Executive Session ended.

IV. President's Report – Michael Foes

A. President Foes reported that University Policy Committee had passed the Inter Campus Transfer Policy. The Academic Officers Council will help work through the policy with the campuses.

B. President Foes invited everyone to attend Graduation on Friday, May 12. Rehearsal will be held on Thursday, May 11, at 4:30 pm, in Tiernan Center. Faculty should meet with the marshals on Friday at 5:00 pm, prior to the graduation procession.

V. Student Government

No Report

VI. Faculty Committees

A. Nominating Committee – Ed Brown

Ed Brown explained that all slates presented come moved and seconded from the Nominating Committee. The slates were compiled from e-mail requests to faculty to state their preferences for committee service.

- a. Workload Committee – The slate presented for Workload Committee, David Chandler, Judy McCarty and Joan Lafuze, was elected. Continuing members of the committee are Joe Blake, Edwina Helton and Sue McFadden. Education did not submit a representative.
- b. Budgetary Affairs – Ed Brown explained that a representative from each Division is selected to serve on the Budgetary Affairs Committee. He announced those members are: Mary Blakefield, NSM; and Michelle Larger, Nursing. Continuing members are: Sherri Hamilton, Library; Jerry Wilde, Education; Mardi Bergen HFA; and, Ed Fitzgerald, Social Work. There was some discussion about whether B.E.S.T. Division had selected a representative or not. President Foos asked the B.E.S.T. Division to meet following the Senate meeting to determine their representative and notify the Senate of its selection for Budgetary Affairs.
- c. Curriculum Committee – The slate presented for Curriculum Committee, Mary Ann Morse, Alisa Clapp-Itnyre, T.J. Rivard and Vandana Rao Dev, was elected. Joe Blake, Lora Baldwin and Peggy Branstrator are the continuing members of the committee.
- d. AAA Committee – The slate of new members presented, Mary Blakefield, Mary Fell and Judy McCarty, was elected. Laverne Nishihara, Randall Osborn, Sherry Rankin and D.S. Sundaram are continuing members of the committee.
- e. P & T Committee - A slate was selected for the October election: Tenured faculty- Michael Foos, Eleanor Turk, Paul Barton Kriese, Joanne Rains, Vandana Rao Dev, Ed Brown and Betty Goerss. Tenure track faculty candidates are Martin Pentz and Cheryl Stolle. There was some question about which members were rotating off the committee. Ed Fitzgerald moved to have Nominating Committee clarify who those members are.
- f. Faculty Affairs Committee - Tom Osgood, Vandana Rao-Dev, Martin Pentz and Walter Wagor were elected new members. Michael Foos will be an ex-officio member. Continuing members include Kurt Acton, Varsha Pandya and Neil Sabine.

President Michael Foos asked the newly elected committees to meet with him following the Senate Meeting to each elect a Committee Chair and UFC representatives, as required, for the following year.

B. AAA Committee - Mary Blakefield

No Report

C. Budgetary Affairs Committee- Larry Englert

No Report

D. Curriculum Committee - Cathy Ludlum Foos

- a. Cathy Foos announced that the Inter Campus Transfer Policy has been approved. The Educational Policy Committee is in charge of implementing this policy, establishing a procedure to realize the goals, review the courses in the Master Course List, and create a process to maintain consistency among campuses.
- b. Cathy Foos explained that Circular E14-00 is a recommendation that comes, moved and seconded from Curriculum Committee. The recommendation is for the Chancellor to endorse that the Academic Long Range Plan not be separate from the Campus Long Range Plan. The recommendation also suggests that the Chancellor appoint three faculty from different divisions, with staggered

appointments, and two members of the Curriculum Committee to maintain communication. She stressed that this is not a policy. The committee is simply asking the Senate to endorse the recommendation, which is non-binding on the Chancellor. Senate President called for approval of the recommendation. Recommendation passed.

- c. Circular E11-00, a draft proposal for revisions to the graduation requirements, was presented for discussion only. The proposal will be voted on in the future. Some of the changes include: requiring a grade of C, instead of C- in all English composition classes; requiring 15 hours to be completed at IUE for an Associate degree and 30 hours for a Bachelor degree; updating the computer literacy requirements; and, introducing some type of math competence and communication skills requirements. Eleanor Turk commented, regarding the number of IUE credit hours, that it is customary to use the final 15 or 30 hours toward the degree. Greg Weber commended the committee for their work on the proposed revisions. He also suggested upgrading to a 100 level math course. There was a question about how to handle distance ed courses from other campuses. Diane Roberts suggested the committee specify certain courses for the math and communication skills requirements and define competence.
- E. Faculty Affairs Committee - Robert Hertzog
Robert Hertzog reported that the committee had completed a set of procedures and guidelines for evaluating dossiers to be considered by the next Faculty Affairs Committee.
- F. Workload Committee - Gregory Weber
 - a. Gregory Weber distributed a report on Spring 2000 Reassigned Time figures for faculty review.
 - b. The Overload Banking Policy was presented, moved and seconded, by the Workload Committee. One additional revision deleted the first sentence in 7.5.2.d. It was explained that the policy would take effect, following approval, for those Divisions that do not already have a policy. The BSS and HFA Divisions have been piloting the policy. Walter Wagor asked if there would be a way mesh the Overload Policy and Banking Policy into one. Peggy Branstrator said both Policies had been passed last year. The Overload Banking Policy passed by voice vote.
- G. Agenda Committee
The Rationale for Establishing the Steering Committee, Circular E15-00, was presented for discussion and will be voted on at a later meeting. Senate President, Michael Foos, explained that the Chairs of Faculty Senate Committees, the Steering Committee, meet to discuss issues relating to Faculty Senate. Steering Committee members could also be asked to "fill in" at meetings when the Senate President is unavailable. The Committee Chairs also meet with Administration officers to discuss issues with a broader campus scope. President Foos suggested a vote recommending that Faculty Senate vote on August Graduates at the August Senate Retreat Meeting. Joan Lafuze so moved. Robert Hertzog seconded. Recommendation unanimously approved by voice vote. The list of August Graduates will be on the August Senate Agenda. George Blakey asked why there were no Minors listed on the Graduate List as has been the case in previous years. Michael Foos said he would check with Student Records and send an e-mail to Senate members. Walter Wagor asked if Senate should work with Enrollment Services to encourage students to apply for graduation early so this information would be available for voting.

VII. Chancellor's Business - David Fulton

- A. The Chancellor reported that there has not been a Trustees Meeting yet. It will be at the end of this week.

- B. Chancellor Fulton expressed his appreciation to Michael Foos for the work he has done for the Faculty Senate and Executive Council.
- C. The Chancellor recognized Jane Vincent and Robert Hertzog who are attending their last Faculty Senate meeting. He also commended them on their contributions to the Nursing and HFA Divisions. He added that they are the first faculty members to retire since Helen Lees and Fred Grohsmeyer.
- D. Alisa Clapp-Itnyre expressed concern about the proposed extension of Industries Road and how it might affect the green space around the campus. She asked if the campus would take a stand on the development. The Chancellor felt that the road would go south around the campus to the reservoir. If the soccer fields and tennis courts were to eventually be relocated on the southern edge of the campus, then a road might be needed for access. A more pressing issue will be IVTC's need for increased parking lots.

The Chancellor thanked everyone for a great year and said he would see them in the Fall.

VIII. Academic Affairs - Diane Roberts

- A. The Vice Chancellor said that the Academic Officers Group would be working with different faculty groups on the plan and proposed implementation for the Inter Campus Transfer.
- B. The search for a second Math position has been successfully completed. Sherri Hamilton has been selected for the Library position.
- C. Walter Wagor and Psychology faculty have been awarded a RUGS Grant of almost \$12,000. November is the deadline for application for next year. The funds are available for groups as well as individuals for undergraduate student research assistance.
- D. The Vice Chancellor encouraged faculty to think about nominations for FACET during the summer. She encouraged IU East to promote themselves for University awards.
- E. The Vice Chancellor reported that Bill Browne has decided to resign as Chair of BSS Division and become a full time faculty member. Randall Osborne will serve as Chair of Behavioral and Social Sciences.

IX. Old Business

X. New business

XI. Announcements

- A. Vice Chancellor Matika invited faculty to attend the reception at the Olde Richmond Inn, following graduation on May 12, for Charlie Combopiano who will receive an Honorary Doctorate Degree in Music from Indiana University.
- B. Walter Wagor said his RUGS Grant will support three summer research scholars and asked for recommendations. Nathan Feldman from NSM has already been selected as a summer scholar. Mary Blakefield will serve as the Faculty mentor to his work on isolating a chemical produced by fungus.
- C. Diane Roberts said that Marilyn Watkins, Anne Szopa and Ed Fitzgerald would attend summer Faculty Leadership to facilitate diversity.

XII. Adjournment

Suzi Shapiro moved to adjourn. Meeting adjourned at 12:20