

AGENDA
IU EAST FACULTY SENATE
August 23, 2001
Vivian Auditorium Whitewater Hall
9:00 am - 10:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Meeting, May 1, 2001
- III. President's Report - Susan Shapiro
 - A. Partner Insurance Issue
 - B. UFC Agenda Committee Report
 - C. Nomination for Vice Chancellor Review
 - D. Honorary Degree Nominations
 - E. UFC Representatives
- IV. Faculty Committees
 - A. Year End Reports
 - B. AAA Committee
 - C. Budgetary Affairs
 - D. Curriculum Committee -
 - E. Faculty Affairs -
 - a) Faculty Affairs Committee (Circular E20-01)
 - b) Senate Standing Committee Constitutional Changes (Circular E21-01)
 - F. Workload
 - Reassigned Time Report
- VI. Chancellor's Business - David Fulton
 - Welcome
 - SMP Report
- VII. Academic Affairs - Diane Roberts
 - New Faculty
- VIII. Enrollment Services - Ben Young
 - Enrollment
 - Senior Initiative
 - Ohio Option
- IX. Old Business
 - Policy for Voting - Approval of Graduates
- X. New Business
- XI. Announcements
- XII. Adjournment

**INDIANA UNIVERSITY EAST
FACULTY SENATE RETREAT MINUTES
August 23, 2001
Vivian Auditorium Whitewater Hall
9:00 am – 11:30 am**

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Beach, L.; Bergen, M.; Blakefield, M.; Branstrator, P.; Broadwell, A.; Brown, E.; Chandler, David; Clapp-Itnyre, A; Clark, Karen; Dempsey, K.; Dhawale, K.; Duncan, E.; Englert, L.; Fell, M.; Folkerth, M.; Foos, C.; Foos, M.; Fulton, D.; Goerss, B.; Gray, G.; Hamilton, S.; Heffron, M.; Helton, E.; Humphries, P.; Jayasuriya, K.; Kirk, E.; Lafuze, J.; Larger, M.; Lemna, K.; Lemming, E.; Mahaffey, J.; Malleus, R.; Martin, M.L.; Marschall, T.; Mathew, G.; Matika, J; Maurer, J.; May, D.; McCarty, J.; McFadden, S.; Meyer, D.; Morse, M.; Nishihara, L.; O'Brien, J.; Osgood, T.; Passet, J.; Pentz, M.; Pomper, M.; Powell, M.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stadick, A.; Szopa, A.; Tolley, R.; Turk, E.; Veramallay, A.; Wagor, W.; Watkins, M.; Wilde, J.; West, D.; Young, B.
Absent: Blake, J.; Blakey, G.; Carter, R.; Clark, Kevin; DeSantis, K.; Fitzgerald, E.; Hufford, L.; Kriese, P.; Rains, J.; Roman-Royer, J.; Stanforth, D.; Stolle, C.; Sundaram, D.S.; Thomas, T.; Weber, G.;

I. Call to Order

Senate President Susan Shapiro called the meeting to order at 9:20 am.

II. Approval of Minutes

Mary Fell moved to accept the May 1, 2001 Faculty Senate Minutes. Ashton Veramallay seconded. Corrections - Michael Foos noted that in IV. G., the committee is the "Association of University Professors". Mary Fell noted in V. A., that committee members must be "Associate or Full Professors". Walter Wagor suggested the outcomes of elections, in V., should have been attached to the minutes. The President mentioned that the ballots were counted after the meeting. Michael Foos suggested the results be attached to the August Minutes.

Minutes approved as corrected.

III. President's Report – Susan Shapiro

A. Partner Insurance Issue

President Shapiro reported that UFC has been dealing with the issue of extending insurance to domestic partners of the same sex. A proposal from IUPUI and Bloomington has been sent to the Trustees for consideration. Although it is not a secret, the issue is being kept relatively quiet until the Trustees act. The President said she has sent an email to faculty asking for their thoughts, questions and/or comments on this matter so that she can take them to UFC.

B. UFC Representatives

Suzi Shapiro reported that the all University Agenda Committee had met to set the agendas for the year. The final report will be forwarded to faculty. She added that IU East should have representatives to University Committees in order to have a voice in University business. She said that some UFC Committees are parallel to IU East Committees and suggested that a member of the committee represent IU East on the UFC counterpart. The first UFC Meeting will be October 2, and other times will be sent by email.

C. Review of Vice Chancellors

All Vice Chancellors will be reviewed this year according to the policy suggesting that reviews be conducted during or before the 5th year. A list of nominees representing a stakeholder group of faculty, students and community representatives, to serve on each Vice Chancellor Review Committee will be sent to the Chancellor who will then appoint the committees and Co-Chairs. Each committee will have six members who will reflect on the Vice Chancellors' performance. Vice Chancellors will provide the committee with their goals

and achievements. The committees will provide its method of the review. It is hoped that the reviews will be completed in a timely manner and sent to the Chancellor.

D. Honorary Degrees

President Shapiro asked faculty to think about nominees for Honorary Degrees. She said nominees could be from the community or within the University. Names of nominees can be sent to the Chancellor and materials supporting the nomination should be provided as soon as available.

E. Senate Committees

President Shapiro announced that some Senate Committees had not yet elected a Chair and encouraged the committees to meet during the day to complete this selection.

E. Faculty and Student Exchange

President Shapiro spoke about the possible exchange of faculty or students with traditionally minority institutions. This will be discussed later, but she asked that faculty think of who might be invited to come to IU East. She added that this would be an opportunity to integrate different perspectives into classes.

F. Medallion Dinner

Honorees at this year's Medallion Dinner will be George Blakey, Emeritus Professor, and Rick Ahaus, President of Ahaus Tool & Engineering. Invitations will be sent soon. Money raised from this event will go toward scholarships and to support the new George Blakey Research Holdings area in the library. For further information, contact Tammy Williamson.

G. North Central Accreditation

Faculty members were encouraged to participate in the North Central Accreditation visit that will take place this year.

IV. Faculty Senate Committee Reports

AAA Committee - Sherry Rankin

Sherry Rankin said that copies the AAA Committee 2000-01 year-end report will be placed in notebooks in each building lounge.

Budgetary Affairs - Mary Blakefield

The #1 priority of the Budgetary Affairs Committee this year will be the consideration of salaries in relation to peer institutions.

Curriculum – Lora Baldwin

Lora Baldwin reported that the Committee approved 4 Degree Programs, 2 Associate Degrees and 3 Certificate programs. It also approved Institutional Program Requirements; approved an exemption policy for English, to test out of W131; approved a policy for elective credit for preparatory English; and, also an Exemption Policy for Instructional Math. The Committee began reviewing the campus Computer Literacy Policy. It also developed a policy for submitting new courses from the Master Course List and set up criteria to be followed. Lora thanked Peggy Branstrator and Alisa Clapp-Itnyre for their work with the committee during the year.

Faculty Affairs – Vandana Rao

Vandana Rao said there were two voting issues left from last year that needed to be completed. Circular E20-01 relates to responsibilities of the Faculty Affairs Committee stated in the current By Laws and changes proposed by the committee. The proposed change describes the responsibilities of the committee in regard to the Academic handbook and the general welfare and working conditions of the faculty. There was discussion about deleting the number of members and term served, but some felt if all committees were not consistent then that information needed to be in the description. Larry Englert moved to table the proposal. It was suggested to have a copy in the minutes of the next Senate meeting.

Circular E21-01 included a Constitutional Change Proposal and a By Laws change that came moved and seconded by the Faculty Affairs Committee. The change "Faculty Senate shall have the authority to create, revise and eliminate committees as necessary" passed by a voice vote.

Michael Foos explained that the By Law change proposal would put all information pertaining to descriptions and responsibilities of Senate Committees in one place, in the By Laws. He added that this information is currently listed in multiple sections and in some cases with conflicting descriptions. Larry Englert called the question. By-Law Change proposal passed by voice vote.

Vandana Rao presented the End of the Year report for Faculty Affairs. The committee brought forward 10 motions before the Senate of which 9 were passed. Vandana Rao thanked Walter Wagon and Michael Foos for their leadership on the Dismissal Policy and P&T policy. She thanked Marty Pentz for his work on the quorum issue and Neil Sabine for his work on the composition of the P&T committee and for his contributions to the P&T policy.

Workload Committee - Edwina Helton

Edwina Helton reminded faculty that October 15 is the deadline for applications for Professional Development Release Time.

She said the committee would be looking at workload issues relating to technology-based classes.

She thanked members of the committee – Joe Blake, David Chandler, Judy McCarty, Sue McFadden and Joan Lafuze for their work during the past year.

Nominating Committee – Mary Fell, Betty Goerss, Michael Foos

Mary Fell said there are two elections – one for the P & T Committee and the other for Slate Selection for the Faculty Board of Review. She added that a person cannot serve on both committees at the same time.

Kris Dhawale asked if there needed to be an election to replace Kurt Acton. Mary Fell said there is nothing in place to have a new election to replace a committee member, but the committee could request it. For now, she said the committee would be left as is.

Ballots for P & T Committee were passed out. Mary explained that, under the new policy approved in April 2001, all members of the P & T Committee must be tenured and hold rank of Associate Professor, with at least one Full Professor be elected each year. She asked that faculty rank vote four (4) candidates on the slate with #1 being the first choice, #2 second, etc. Laverne Nishihara asked that her name be removed from the ballot.

The list of nominees for the slate for Faculty Board of Review was distributed. Mary Fell explained that faculty should vote for four (4) members. An election will be held at the October Senate Meeting from the slate selected today for Faculty Board of Review.

VII. Chancellor's Business - David Fulton

- A. The Chancellor welcomed new and returning faculty. He commented on the amount of work that was accomplished by Faculty Senate during the past year on important issues facing the campus. He also noted the changes that have taken place during the past years as the campus celebrates its 30th anniversary. It has been 30 years of growth and changes in policy and programs. He felt the campus has dealt with the change effectively.
- B. The Chancellor also encouraged faculty to be aware of and participate in the Strategic Management Process as it relates to the mission and vision and anticipated growth of the campus. The campus will need to plan for changes stated in the five objectives and tactics of the SMP. The focus of the process this year will be on implementation.

There was a question about the effect the Community College system would have on IU East and Eleanor Turk asked if there had been any study to determine where the Community College enrollment would impact IU East. The Chancellor replied that is another instance of how IU East would have to change - to face a functioning Community College by 2004.

VIII. Academic Affairs – Diane Roberts

- A. Vice Chancellor Roberts welcomed and introduced new full time faculty:
Elizabeth Kirk, Education; Tracy Marshall, Social Work; George Mathew, Physics; Joanne Passet, History; Eric Duncan, Psychology; Guillermo Gray, Foreign Languages; Rick Malleus, Speech/Communications; Judy Maurer, Education; Walter Scott, Mathematics; Beth Slattery, English; Lisa Beach, English; Emily Lemming, Education; Jerome Mahaffey, Speech

- A. She then introduced faculty members who will be serving in new positions as Division Chairs this year: Joe Blake, Behavioral and Social Sciences; Mary Blakefield, Natural Science and Math; Karen Clark, Interim Chair of Nursing; and Anthony Broadwell, Interim Chair of BEST.
- B. The Vice Chancellor commented that the North Central Self Study would be conducted this year. Also, the Commission on Higher Education will review the Baccalaureate and Associate Programs. And, UFC approved the transferability of more than 300 courses within the IU system.

VIII. Enrollment Services - Ben Young

- A. Dr. Young announced that, as of today, enrollment is up about 6% overall and there is an 8% increase in credit hours. He added that for the last 7 terms there has been a steady increase in both areas. He felt that moving the start date of the semester back had helped.
- B. He noted there are two new programs in place this year. The first is the Senior Citizen Initiative that gives people over 60 the opportunity to audit IU East classes for \$85, plus parking. The other is the Ohio Option that is available to residents of Darke and Preble Counties in Ohio to take IU East classes at Indiana in-state rates. He thanked Faculty Senate for its letter to President Brand supporting the Ohio Initiative and felt it had impact on hastening the approval process.

IX. Vice Chancellor for External Relations and Development – Joanne Matika

- A. Vice Chancellor Matika said there are two objectives to the marketing plan - to increase visibility and enhance IU East. There will be letters, radio and newspaper ads, billboards and mailings, t-shirts, banners, posters, etc. about the 30th Anniversary celebration events.
- B. External Relations will also be tracking how and where people learned about the new Ohio option.

IX. Old Business

The policy for voting on graduates for August Graduation will be referred to the AAA Committee

X. New Business

A list of tentative dates for Faculty Senate Meetings for 2001-02 was distributed for a vote. Discussion. Dan Meyer moved to table the vote until the next meeting, which is scheduled for October 16, 2001. Motion passed.

XI. Announcements

- A. Amy Stadick, a member of the SMP Sub Committee to Improve Culture, explained that, in response to feedback received on the questionnaire regarding conflict, the committee is working on a process to mediate conflict on campus. Members of the Committee have worked with Margaret Lechner of the Conflict Resolution Center and have been discussing a four-step mediation process to supplement procedures already in place. The process includes: the parties trying to resolve the issue between themselves; going to the person's supervisor for help in resolving the issue; going to a trained "listener" for help with mediation; if mediation is refused a confidential note would be placed in the persons file. Margaret Lechner explained that mediation is a system where a trained mediator listens to both sides, then tries to help both parties resolve the issue. Diane Roberts noted that this is not an approved policy. Amy Stadick asked for faculty feedback and comments on the questionnaire.
- B. Diane Roberts announced that Suzi Shapiro has a new position and will be serving as Director of the Teaching Learning Center.
- C. Mary Fell reminded faculty that a new President of Faculty Senate for next year will need to be elected. This election will be conducted in February and she asked that faculty think about nominees.
- D. Michelle Larger said that she and Randall Osborne had been doing research on student poor performance. She will be continuing this research and said Student Research

Assistants will be asking to visit classes to have students complete questionnaires/forms to gather information on variables affecting student poor performance.

E. Mike Foos said the Educational Experience Committee will send faculty the draft of a form it would like to use to gather information on student faculty interaction. The form will not contain any reference to names or class content. He asked for faculty comments on the format and gathering this information.

F. Karen Clark reminded faculty that Institutional Review Board approval is needed for research projects.

G. Cathy Ludlum Foos commented that vocal representatives on the Education Policy Committee had initiated looking into the transferability of credits among campuses. She encouraged faculty to speak up on issues.

H. Laverne Nishihara said that the Multicultural Affairs Committee will be accepting nominations for the Martin Luther King Award.

I. Sheila Armstead announced that the Aids Task Force will sponsor a walk on September 29, and suggested that divisions and/or students challenge others to participate. For further information contact Sheila at 973-8534

J. Suzi Shapiro asked faculty to let her know what kinds of workshops and/or programs they would like the TLC to make available. Some workshops have been scheduled and she encouraged people to call ext. 475 for further information.

XII. Adjournment

Meeting adjourned by consensus at

AGENDA
IU EAST FACULTY SENATE RETREAT
October 16, 2001
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Retreat, August 23, 2001
- III. President's Report - Susan Shapiro
UFC Items
Benefits - Dianne Chandler
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Faculty Board of Review election
 - B. AAA Committee - Mary Blakefield
Report - Mary Fell
 - C. Budgetary Affairs - Ed Fitzgerald
No Report
 - E. Curriculum Committee - Alisa Clapp-Itnyre
Policy for bringing courses from Master Course List (Circular E5-02)
New Course Proposals
 JOUR J210 Visual Communication
 EDUC P506 Topical Workshops in Educational Psychology
 - E. Faculty Affairs - Vandana Rao
Report: Clinical Ranks
 Policy Statements
 Implementation of Lecturer Ranks
 Bringing Faculty in with Tenure
 Religious Observances
Report from UFC Representative
 - F. General Studies - Joan Lafuze
Informational Items
 - G. Workload - Mort Seddighin
- VI. Chancellor's Business - David Fulton
- VII. Academic Affairs - Diane Roberts
Report on Academic Officers Meeting
- VIII. Enrollment Services - Ben Young
Enrollment Services Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
October 16, 2001
Middlefork Hall Room 124
11:00 am – 12:15 am

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Baldwin, L.; Bergen, M.; Blake, J.; Blakefield, M.; Branstrator, P.; Broadwell, A.; Brown, E.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Dempsey, K.; Dooley, D.; Eagles, J.; Fell, M.; Folkerth, M.; Foos, C.; Foos, M.; Fulton, D.; Haley, C.; Heffron, M.; Helton, E.; Humphries, P.; Kirk, E.; Kriese, P.; Lafuze, J.; Lemming, E.; Lemna, K.; Mahaffey, J.; Malleus, R.; Mathew, G.; Matika, J; May, D.; McFadden, S.; Meyer, D.; Morse, M.; Nishihara, L.; Passet, J.; Peacock, F.; Pentz, M.; Pomper, M.; Powell, M.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Shapiro, S.; Slattery, E.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Wilde, J.; Young, B.

Absent: Armstead, S.; Carter, R.; Chandler, David; Clark, Kevin; DeSantis, K.; Dhawale, K.; Duncan, E.; Englert, L.; Fitzgerald, E.; Goerss, B.; Gray, G.; Hamilton, S.; Hufford, L.; Jayasuriya, K.; Larger, M.; Marschall, T.; Martin, M.L.; Maurer, J.; McCarty, J.; Osgood, T.; Rains, J.; Roman-Royer, J.; Scott, W.; Seddighin, M.; Stanforth, D.; Sundaram, D.S.; Thomas, T.; Turk, E.; West, D.;

II. Call to Order

Senate President Susan Shapiro called the meeting to order at 11:12 am.

II. Approval of Minutes

Marty Pentz moved to accept the August 23, 2001 Faculty Senate Retreat Minutes. T.J. Rivard seconded. Minutes approved.

III. President's Report – Susan Shapiro

A. Vice Chancellor for Enrollment Services - Dr. Benjamin Young

Dr. Young reviewed the update on Fall 2001 enrollment that was attached to the Senate Minutes. Student Headcount and Credit Hours numbers are up. IU East led the system in percentage increases in both areas. Actual enrollment (2,469) at IU East is the highest in the history of the institution. This includes the 93 Ohio students registered for Fall in the new Ohio Option program. Dr. Young noted that Marketing did a good job promoting IU East. He commended Division Chairs, faculty, and thanked people in the support areas whose teamwork contributed to the success of the registration effort. He added that it all starts with a sound academic program.

B. UFC Meetings

Suzi Shapiro reported that there have been two UFC Meetings since the Senate Retreat in August. One was President Brand's State of the University Address, the other was October 2, when UFC looked at Standing Committee issues and plans for the year. She, again, encouraged faculty to serve on UFC committees and reviewed some of the committees' areas of interest and responsibilities. UFC Committees are: (List attached)

- Affirmative Action Committee - Prepares report on the success of the University in minority and gender representation, tracks graduates, develops diversity plans across campuses
- Education Policy Committee - Cathy Foos, IU East Representative - Maintains Master Course Inventory and Student Information System, deals with Distributed Education systems
- External Relations Committee - Tracks state relationships and external issues

- Faculty Affairs Committee - Michael Foos, IU East Representative - Revision of P & T policies, faculty appointments and Clinical and Lecture Ranks
- Benefits Committee - Kumara Jayasuriya - IU East Representative - Will address the 18-20 plan relative to hiring new faculty, consult with Benefits Committee in discussions relating to benefit comparisons with other university systems
- Faculty Governance Committee - Marty Pentz, IU East Representative - Consider role of faculty in non traditional appointments
- Finance and Facilities Committee - No Representative from IU East -
- Library Committee - Lora Baldwin, IU East Representative - Looking at how Interlibrary Loan System will be integrated, new Web based catalog system and Distributed Education policies
- Student Affairs Committee - No IU East Representative - Review the Student Code of Conduct and Responsibilities, Student recruitment, and look at sweatshop operation in connection with University logo items
- Technologies Committee - Suzi Shapiro, IU East Liaison - Monitor IT Budget and Strategic Plan, Computer access policy, Develop policy for faculty email address distribution, enhance day to day computing needs
- University Planning Committee - No IU East Representative - Impact of Community College issues, growth of Administrative positions (administrative bloat)

Trustees vote on Domestic Partners Benefits

Suzi Shapiro reported that the Resolution on Domestic Partner Benefits was approved, in principal, and unanimously endorsed by the Trustees.

Discussion of Appropriate Release of Student Information

President Shapiro said that following the events of September 11th there has been a concern about how the University can maintain privacy and still allow the government to get information on a student. It was pointed out that IU South Bend has ties with a small college where English as a Second language is taught where one of the hijackers had attended.

Dan Meyer asked if there was anyone at IU East who is knowledgeable on privacy issues. Dennis Hicks or Dr. Young were mentioned. Dianne Chandler added that FERPA information is also on the Registrar's Website. Joan Lafuze commented that there are discrepancies between the IU East and IUPUI privacy policies and felt the University needed to have a consistent policy. Dianne Chandler said a new student and employee ID system will be implemented to replace the use of Social Security numbers. Faculty were reminded not to leave Social Security numbers on computer hard drives.

Dianne Chandler - Benefits Report

- a. Dianne Chandler reported that benefit changes for domestic partners and the issues involved, University Human Resources will be pulling together a plan that should be ready in about 4 - 6 months.
- b. Open Enrollment - Health, Accident, Tax Saver Benefits
Dianne Chandler said it would be mandatory to re-enroll dependents this year due to new program choices available. Packets of information should be distributed within a week. Information forms will need to be completed for insurance vendors to review and determine that dependents qualify for coverage. A new plan, PPO Choice, is in the Sagamore Network which currently includes 116 doctors in the Richmond area that use Reid Hospital. A minimum of 30 people would need to enroll in the plan. Premiums will cost more and faculty members were encouraged to review past payments and options of other plans. She said there would be no changes in the Prescription plan or the Personal Accident Plans. There will be Open Meetings scheduled to answer questions about the new plans. Enrollment forms should be returned by November 14, 2001

Senate Meeting Dates

A list of Senate meeting dates for Fall 2001 and Spring 2002 was presented. Joan Lafuze moved to accept the meeting dates. Mary Fell seconded. Meeting dates approved. IU East Faculty Senate Meetings will be held in ML 124 from 11:00am - 12:15pm on the following dates: December 11, 2001; January 22, 2002; February 26, 2002; March 19, 2001; April 30, 2002; and, May 7, 2002.

President Shapiro reported that the November 13th UFC Meeting would be held on the IU East campus in the Community Room from 1:30 - 4:30 pm.

IV. Student Leaders - Jeff Eagles, Charlotte Haley

Jeff Eagles said other elected Student Leaders are - Tracy Hedrick, Katie Baldwin and Josh Bales. He reported that they had met with Chancellor Fulton. He added that Student Leaders will be working on student recruitment and will be visiting local College Fairs.

Charlotte Haley reported on the Student Book Exchange organized by Student Leaders that will be held December 12, 13, and 14. Charlotte explained that this is an opportunity for students to sell books for more than the book buy back rates and also will allow students to purchase used books for less than the Bookstore price. The Student Book Exchange will be completed before the time Book Buy Back representatives are on campus and should not interfere with their sales. Charlotte said students will be encouraged to take advantage of Student Book Exchange.

V. Faculty Senate Committee Reports

Nominating Committee - Mary Fell

- a. Mary Fell explained that for every 25 Adjuncts teaching, one Adjunct Representative can be elected to serve in Faculty Senate. However, this semester there was only one Adjunct volunteer, Frances Peacock. She was unanimously elected to serve as Adjunct Representative.
- b. Mary Fell presented the slate of nominees for Faculty Board of Review: Larry Englert, Kumara Jayisuriya, Kris Dhawale, and Sue McFadden. Ballots were distributed for the election of two new members to Faculty Board of Review. (Kumara Jayisuriya and Sue McFadden were elected.)

AAA Committee - Mary Fell, Co-Chair

- a. Mary Fell reported that the AAA Committee heard 4 suspension appeals. Three appeals were approved and one was denied.
- b. There was a proposal from Dr. Young to change the graduation procedure to not allow students to participate in the May graduation ceremony if they were planning to graduate in June or August. The Committee decided the procedure should remain as current practiced. Summer graduates will participate in the May Commencement Ceremony.

Budgetary Affairs - Ed Fitzgerald

No Report

Curriculum – Alisa Clapp-Itnyre

- a. Alisa Clapp-Itnyre presented two courses, moved and seconded by the Curriculum Committee, to be added to the IU East course list. The first course, JOUR J210 Visual Communications, presented by Jerome Mahaffey, would serve as a core course for students seeking a major in Journalism. The second course, EDUC P506, Topical Workshops in Educational Psychology, presented by Jerry Wilde, which has been taught as a graduate course would be cross listed and made available to undergraduates as a Psychology elective. Both courses approved. Walter Wagor asked why a graduate level course, EDUC P506, would be added since only a certain number of graduate courses are allowed each semester. Alisa responded that we are limited to offering a set number of graduate courses per semester, but we can have multiple graduate courses on our master course list.
- b. Alisa Clapp-Itnyre presented the new Curriculum Committee proposal for the IU East Policy for bringing courses from the Master Course List, Circular E5-02. She

explained the rationale. The forms to be completed were attached with the Minutes. A model framework would be developed for each course taught on the campus that would be used to determine if courses are comparable across the system. Divisions would determine comparability of courses.

Senate President, Suzi Shapiro, reported that Senate had lost a quorum and the meeting would be adjourned. Remaining Senate business would be continued until the next Senate Meeting, scheduled for November 6, 2001.

Meeting Adjourned at 12:20 pm

AGENDA
IU EAST FACULTY SENATE
November 6, 2001
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Meeting October 16, 2001
- III. President's Report - Susan Shapiro - 10 Minutes
Report
- IV. Student Leaders Announcements - 5 Minutes
Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
No Report
 - B. AAA Committee - Mary Fell
No Report
 - C. Budgetary Affairs - Ed Fitzgerald
No Report
 - D. Curriculum Committee - Alisa Clapp-Itnyre - 15 Minutes
Proposal for bringing courses from Master Course List (Circular E5-02)
 - E. Faculty Affairs - Michael Foos - 10 Minutes
Policy - Procedures for Hiring With Tenure - Circular E8-02
 - F. General Studies - Joan Lafuze - 5 Minutes
Report
 - G. Workload - Mort Seddighin - 5 Minutes
Reassigned Time Report
- VI. Chancellor's Business - David Fulton - 10 Minutes
 - A. SMP Report
 - B. Review of Vice Chancellors Process
- VII. Academic Affairs - Diane Roberts
Report
- VIII. Enrollment Services - Ben Young
Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
November 6, 2001
Middlefork Hall Room 124
11:00 am – 12:15 am

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Baldwin, L.; Bales, J.; Blake, J.; Blakefield, M.; Branstrator, P.; Broadwell, A.; Brown, E.; Chandler, Dianne; Clapp-Itnyre, A; Clark, Karen; Clark, Kevin; Dhawale, K.; Eagles, J.; Fell, M.; Folkerth, M.; Foos, C.; Foos, M.; Fulton, D.; Hamilton, S.; Hedrick, T.; Heffron, M.; Lafuze, J.; Lemming, E.; Mahaffey, J.; Malleus, R.; Mathew, G.; May, D.; McFadden, S.; Meyer, D.; Passet, J.; Pomper, M.; Rankin, S.; Sabine, N.; Shapiro, S.; Slattery, E.; Stolle, C.; Tolley, R.; Veramallay, A.; Watkins, M.; Wilde, J.;
Absent: Armstead, S.; Bergen, M.; Carter, R.; Chandler, David; Dempsey, K.; Duncan, E.; Englert, L.; Fitzgerald, E.; Goerss, B.; Gray, G.; Helton, E.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Kirk, E.; Kriese, P.; Larger, M.; Lemna, K.; Marschall, T.; Martin, M.L.; Maurer, J.; McCarty, J.; Morse, M.; Nishihara, L.; Osgood, T.; Peacock, F.; Pentz, M.; Powell, M.; Rains, J.; Rao, V.; Rivard, T.J.; Roberts, D.; Roman-Royer, J.; Scott, W.; Seddighin, M.; Stanforth, D.; Szopa, A.; Thomas, T.; Turk, E.; Wagor, W.; Weber, G.; West, D.; Young, B.

- III. Call to Order
Senate President Susan Shapiro called the meeting to order at 11:12 am.
- II. Approval of Minutes
Karen Clark moved to accept the October 16, 2001 Faculty Senate Retreat Minutes. Sherry Rankin seconded. Minutes approved.
- III. President's Report – Susan Shapiro
 - A. The UFC Meeting will be held at IU East next Tuesday, November 13. Suzi Shapiro noted that the Trustee's Resolution on Domestic Partner Benefits is attached to the October 16, 2001 Minutes.
 - B. The President said she would like to start discussion in the Steering Committee and Agenda Committee meetings on the dissemination of information discussed at Senate Meetings. She said that in the past year, UFC Minutes were not available on the website and she felt it necessary to keep IU East faculty updated. She said the UFC Minutes will be posted in the future.
- IV. Student Leaders - Jeff Eagles, Josh Bales, Tracy Hedrick
 - A. Jeff Eagles said Student Leaders have set up a "Meeting With the Chancellor" today from 12:30 - 1:30, in Whitewater. There will be free pizza and an opportunity for students to talk with the Chancellor.
 - B. Tracy Hedrick stressed the need for book orders to be placed by the October 1 deadline set by the Bookstore. If books are not ordered by the deadline, students are unable to take advantage of the book buy-back and used book programs. Joe Blake asked if it was still stated in the Faculty Handbook that faculty are responsible for setting the date for book order deadlines, in consultation with the Bookstore.
- V. Faculty Senate Committee Reports
 - A. Nominating Committee - Mary Fell
No Report
 - B. AAA Committee - Mary Fell
No Report
 - C. Budgetary Affairs Committees- Ed Fitzgerald
No Report

D. Curriculum Committee - Alisa Clapp-Itnyre
Alisa Clapp-Itnyre said that courses brought from the Master Course List must match the model framework developed for that course. Joe Blake asked who develops the model framework. It was explained that UFC creates the models from information gathered from the Academic Affairs Office. Michael Foos added that faculty who teach the course confer about what should be in the course. He pointed out that the explanation of a model framework is defined in the "Note" section of the policy for bringing courses from the Master Course list. Mary Fell questioned whether the framework is geared toward the teaching methods used in the course or the course content. The methods were explained as lab courses, distance ed, lecture, etc. The Curriculum Committee included a form attached to the Agenda to be completed when bringing a course from the Master List - Circular E5-02. Call for a vote. The policy for bringing courses from the Master Course List approved as distributed.

E. Faculty Affairs Committee - Michael Foos
Michael Foos reported that Faculty Affairs is working on a policy for hiring with Tenure but the draft has not yet been approved. He explained that IU East rarely hires new faculty with tenure, but the committee felt there should be something in place to provide for divisional input when hiring with tenure might be an issue. The policy will be presented for a vote at the next Senate Meeting. Mike Foos asked for suggestions. Joe Blake suggested changing "departmental" to "divisional". There was a question if the process could be circumvented by an administrator. Chancellor Fulton noted that Tenure is decided by the Trustees. Mary Fell felt that there was a difference in the application "package" as explained in #1 and in #5. Typical P & T documents are lengthy but people coming in would meet with the committee instead of presenting a long dossier. It was also suggested that the brackets in 5-b, be removed. There were questions as to when the candidate should indicate they wanted tenure. The Chancellor stated that when we hire academic administrators the issue of appointment with tenure must be addressed and understandings reached before any discussion occurs with the candidate. And that is because it is a frequent practice to hire Vice Chancellors or Deans/Chairs with tenure. In other incidences where a preferred candidate has credentials worthy of tenure the issue must be addressed as soon as it arises among the search committee, Vice Chancellor's office and the relevant division. It is unusual for someone to come in with tenure, but this policy would be helpful. All information would need to be together and presented to the Trustees. There were time frame concerns for searches conducted during the summer when fewer faculty would be on campus, or searches going on at all times of the year that would make it difficult for the P & T Committee to get all the information. Michael Foos and the Faculty Affairs Committee will work on the comments and suggestions.

F. General Studies Committee - Joan Lafuze
Joan Lafuze acknowledged the guidance of Eleanor Turk with this new committee. She reminded faculty that the General Studies Committee is the faculty group responsible for the General Studies Division. In addition, she reported that Cherie Dolehanty has been added to the committee. Joan Lafuze asked for input and comments from faculty.

G. Workload - Mort Seddighin
It was reported that the committee was designing a Workload Profile. The Chair has been in contact with other institutions to learn how they deal with workload issues.

VI. Chancellor's Business - David Fulton

A. The Chancellor asked Senate members to look at all the artwork around the building and congratulated Tom Thomas and the HFA Division for their efforts with the Whitewater Art Show.

B. Several IU East faculty members attended the Multicultural affairs meetings recently in Kokomo. Neil Sabine and Tim Williams will be getting those who participated this year or last year together to continue the discussion.

- C. The Chancellor announced that the Board of Trustees approved the Post Tenure Review document. IU East is the 4th campus to have the process in place.
- D. Three Vice Chancellors will be undergoing their 5-year reviews this year. Two committees have been appointed and the third committee will be appointed next semester. Two committees will make their reports in March, the third committee will be report during the summer. Committees will look at the perception of how things are going in each Vice Chancellor's Department. Faculty were urged to participate in the discussions.
- E. Issues recommended by the SMP core committee have a high priority and will be listed in Eastword. The Chancellor thanked all who are serving on the SMP committees

VII. Academic Affairs - Diane Roberts

The Vice Chancellor is attending a Chamber of Commerce Retreat. She has been appointed Chair of the Economic Development Corporation Board.

VIII. Enrollment Services - Ben Young

No Report

IX. Announcements

Suzi Shapiro announced that the TLC Advisory Board will meet at 10:00 on Wednesday, November 7. She encouraged faculty to attend or send their ideas for workshops and suggestions how the TLC can better serve the campus. She recommended that faculty check out software on the computers before using it in classes and added that TLC personnel will also be willing to check it out.

Dianne Chandler - United Way and Benefits Report

- a. Dianne Chandler thanked everyone who contributed to United Way and said she welcomes additional donations. There will be a drawing for prizes before Thanksgiving.

- b. Open Enrollment

Dianne Chandler reminded faculty of new program choices available this year that the need to re-enroll dependents. A new plan, PPO Choice, includes doctors in the Richmond area that use Reid Hospital. A minimum of 30 people would need to enroll in the plan. She said there would be no changes in the Prescription plan or the Personal Accident Plans. An Open Meeting with University Benefits representatives is scheduled on Thursday, November 8th. Enrollment forms should be returned to the Human Resources Office by November 14, 2001. They will check to make certain the forms are completed correctly and then forward them to Bloomington.

Cathy Ludlum Foos invited faculty to an IU Service Associates Open House on Thursday, November 13, in Hayes Hall Lounge from 11:00-12:30. Representatives will be reporting on Service Learning, Community Outreach, Community Research, and Community Based Research.

X. Adjournment

Suzi Shapiro moved to adjourn. Meeting Adjourned at 12:20 pm

AGENDA
IU EAST FACULTY SENATE
December 11, 2001
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes of Faculty Senate Meeting November 6, 2001
- III. President's Report - Susan Shapiro - 10 Minutes
Report
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Faculty Senate President Nominations
 - B. AAA Committee - Mary Fell
No Report
 - C. Budgetary Affairs - Ed Fitzgerald – 5 Minutes
 - Information Items
 - Institutional priorities and long term goals
 - Faculty salaries and ratio of budget spent on instruction versus other budget areas
 - Implications of state's budget woes
 - Role of Budgetary Affairs
 - D. Curriculum Committee - Alisa Clapp-Itnyre
No Report
 - E. Faculty Affairs – Vandana Rao Dev – 10 Minutes
Voting Item - Procedures for Hiring With Tenure - Circular E8-02
Accommodations for Religious Observances – Circular E9-02
 - F. General Studies - Joan Lafuze
No Report
 - G. Workload - Mort Seddighin
No Report
- VI. Chancellor's Business - David Fulton - 15 Minutes
 - A. State Budget Cuts - IU and IUEast
- VII. Academic Affairs - Diane Roberts 5 Minutes
Announcements
- VIII. Enrollment Services - Ben Young
Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
December 11, 2001
Middlefork Hall Room 124
11:00 am – 12:15 am

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Bergen, M.; Blakefield, M.; Branstrator, P.; Brown, E.; Chandler, David; Clapp-Itnyre, A; Clark, Karen; Dhawale, K.; Dooley, D.; Fell, M.; Fitzgerald, E.; Folknerth, M.; Foos, C.; Foos, M.; Fulton, D.; Goerss, B.; Gray, G.; Hamilton, S.; Heffron, M.; Helton, E.; Humphries, P.; Kriese, P.; Lafuze, J.; Larger, M.; Lemming, E.; Mahaffey, J.; Malleus, R.; Martin, M.L.; Mathew, G.; May, D.; McFadden, S.; Nishihara, L.; Passet, J.; Peacock, F.; Pentz, M.; Pomper, M.; Powell, M.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Watkins, M.; Weber, G.; West, D.; Wilde, J.

Absent: Blake, J.; Broadwell, A.; Carter, R.; Clark, Kevin; Dempsey, K.; Duncan, E.; Englert, L.; Hufford, L.; Jayasuriya, K.; Kirk, E.; Lemna, K.; Marschall, T.; Maurer, J.; McCarty, J.; Meyer, D.; Morse, M.; Osgood, T.; Rains, J.; Roman-Royer, J.; Sabine, N.; Scott, W.; Thomas, T.; Turk, E.; Wagor, W.; Young, B.

IV. Call to Order

Senate President Susan Shapiro called the meeting to order at 11:12 am.

II. Approval of Minutes

T.J. Rivard moved to accept the Minutes of the November 6, 2001, Faculty Senate Meeting. Mary Fell seconded. November 6, 2001 Faculty Senate Minutes approved.

III. President's Report – Susan Shapiro

A. .Suzi Shapiro reported that the Teaching Learning Center was working with the Library and IT Department to develop Spring Training Sessions on Oncourse and email for students. She added that if there are other areas of training that faculty would like to have offered, please let her know.

B. December Graduate List

The list of Tentative December Graduates was presented for Senate approval. Faculty members were reminded that the approval of the Graduate list was pending satisfactory completion of all course work. Joan Lafuze moved to approve the list. Cheryl Stolle seconded. Tentative Graduate List approved.

IV. Student Leaders -

No Report

V. Faculty Senate Committee Reports

A. Nominating Committee - Mary Fell

Mary Fell called for Nominations for Faculty Senate President. She explained that new election rules state that the election be conducted in February in order to give the President Elect time to become familiar with duties and responsibilities of the Senate President. She encouraged interested faculty to talk with previous Senate Presidents to learn more about the position. Nominations should be submitted by January to any member of the Nominating Committee – Michael Foos, Betty Goerss, or Mary Fell.

B. AAA Committee - Mary Fell

No Report

C. Budgetary Affairs Committees- Ed Fitzgerald

Ed Fitzgerald reported that the proposed State Budget cuts for education will have serious consequences for IU East. The Chancellor and Business Manager, Dan

Dooley, have kept the Budgetary Affairs Committee updated on the recent Budget status. Budgetary Affairs will be considering long term goals and plans for the 2003-04 Budget as well as looking at the role of Budgetary Affairs. A draft of the proposed Budget plan and its consequences will be brought to Divisions. Division representatives on Budgetary Affairs will keep their Divisions apprised of the progress.

The Chancellor stated that Budgetary Affairs will be a major player in Budgetary plans for the rest of the year and on through 2005. He added that cuts will be mostly on the administrative areas and that the academic mission will be maintained, preserved, expanded and implemented. Due to lower than expected revenues and the impact on academic institution, the Governor has proposed to the General Assembly that repair and rehabilitation monies are gone; that technology allocations be stopped; and, that there be no increases in operating money next year. President Brand has proposed to identify savings in this year's budget that can be carried over to next year. There may be some savings in salaries, the S & E budget, utility costs and in some areas of the General Fund. Chancellor Fulton said areas of savings at IU East should be finalized before Christmas Break. If the Governor's proposals for revenue enhancements do not pass by March 13th, it may be necessary to conduct a special session of the Legislature. The Chancellor thinks the plan is sound, but the Legislature needs to be motivated and to act on a plan. Ed Fitzgerald commented that, as rumors circulate about budget plans, faculty should check with members of Budgetary Affairs for information.

D. Curriculum Committee - Alisa Clapp-Itnyre

Alisa Clapp-Itnyre reviewed the processes and procedures on for bringing courses from the Master Course Inventory to ensure that all courses are compatible on all campuses. She explained that there needs to be a model framework for each course and a mutually agreed upon procedure for review of courses. Divisions and Vice Chancellors have worked together in the review process and have looked at all the 100 and 200 level courses in the Master Course Inventory. The 300 and 400 levels have not all been reviewed. Michael Foos reported that UFC has taken a superficial look at 100 and 200 level courses. Vice Chancellor Roberts noted that IU East gets transfers from many different places and faculty have to assess what courses will be compatible.

E. Faculty Affairs Committee – Vandana Rao

Procedures for Hiring With Tenure (Circular E8-02)

Vandana Rao presented the revised "Procedures for Hiring with Tenure" for a vote. The revisions were noted on the overhead screen. Suzi Shapiro called for the vote. Policy passed. The Chancellor noted that this policy will require extra work and awareness of the procedures for Search Committees in the future when an issue involving Tenure arises

Accommodations for Religious Observances (Circular E9-02)

Vandana Rao asked Faculty if they had read the policy and were ready to vote on this issue, and the reply was affirmative. Greg Weber explained that University Faculty Council had voted on a resolution for accommodation of religious holidays. Each campus was then given the opportunity to establish its own resolution regarding religious holidays. Basically this resolution states that if a student has a conflict with attending class on a religious holiday he/she makes a written request two weeks in advance, notifying the instructor of the conflict. The student and instructor then discuss a reasonable accommodation. Faculty discussion pertaining to which holidays would be included; if a written request was really necessary; should the student notify the faculty member at the beginning of the semester; how formal the process should be; should a statement regarding religious accommodation be included in the syllabus; and, what would be considered a "reasonable" accommodation, followed. The question was called. Faculty voted to approve the policy as presented.

F. General Studies Committee - Joan Lafuze

No Report

G. Workload - Mort Seddighin

No Report

- VI. Chancellor's Business - David Fulton
 - F. Chancellor Fulton explained that the Lilly Endowment awards money to improve education and many schools apply. The Fayette Community Education Coalition submitted a proposal to create a Center for the Arts and Sciences in Connersville. The Endowment Committee did not feel the coalition had the necessary administrative capabilities. The coalition then asked to partner with IU East and the Chancellor was pleased to announce that its proposal had been approved and would be receiving a 3 year, \$5 million grant. Vice Chancellor Matika will serve as Project Director and Dan Dooley, with the IU RUGS office, will provide fiscal oversight.
 - G. The Chancellor announced that Judy McCarty was retiring and acknowledged her 25 years of service to the University and the Nursing Division.

- VII. Academic Affairs - Diane Roberts
 - A. Vice Chancellor Roberts reported that the Self Study Report will be sent to North Central in mid January. Four representatives will visit the campus March 3-6, 2002.
 - B. There will be a meeting of the Strategic Management Process Core Committee this afternoon.
 - C. The Vice Chancellor said she found a carton of chalk under a desk and distributed it to faculty since there never seems to be chalk in the classrooms.

- VIII. Enrollment Services - Ben Young
 - No Report

- IX. Old Business
 - None

- X. New Business
 - None

- XI. Announcements
 - A. Suzi Shapiro said there will be Oncourse workshops on Wednesday and Thursday mornings (December 12 and 13) in the TLC. Anyone unable to attend at those days should call the TLC to arrange a time.
 - B. The Chancellor's Christmas Party will be this Friday, December 14th, at 6:00 PM, in Springwood Hall.

- XII. Adjournment
 - Marty Pentz moved to adjourn. Greg Weber seconded. Meeting Adjourned at 12:10 pm

AGENDA
IU EAST FACULTY SENATE
January 22, 2002
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes - Faculty Senate Meeting, December 11, 2001
- III. President's Report - Susan Shapiro - 10 Minutes
Report
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
 - B. AAA Committee - Mary Blakefield
Report
 - C. Budgetary Affairs - Ed Fitzgerald
Report
 - D. Curriculum Committee - Alisa Clapp-Itnyre
No Report
 - E. Faculty Affairs – Vandana Rao Dev – 5 Minutes
Information Item – Constitutional Change
 - F. General Studies - Joan Lafuze
No Report
 - G. Workload - Mort Seddighin
Report
- VI. Chancellor's Business - David Fulton - 15 Minutes
Report
- VII. Academic Affairs - Diane Roberts
North Central Report - Walter Wagor
- VIII. Enrollment Services - Ben Young
Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
January 22, 2002
Middlefork Hall Room 124
11:00 am – 12:15 am

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Blakefield, M.; Brown, E.; Carter, R.; Chandler, David; Clapp-Itnyre, A.; Dooley, D.; Fell, M.; Fitzgerald, E.; Folkert, M.; Foos, C.; Foos, M.; Fulton, D.; Heffron, M.; Helton, E.; Humphries, P.; Jayasuriya, K.; Kirk, E.; Lafuze, J.; Lemming, E.; Malleus, R.; Mathew, G.; May, D.; Meyer, D.; Nishihara, L.; Passet, J.; Pentz, M.; Pomper, M.; Powell, M.; Rains, J.; Rao, V.; Rivard, T.J.; Roberts, D.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stolle, C.; Szopa, A.; Thomas, T.; Veramallay, A.; Wagor, W.; Wilde, J.; Young, B.

Absent: Armstead, S.; Baldwin, L.; Bergen, M.; Blake, J.; Branstrator, P.; Broadwell, A.; Clark, Karen; Clark, Kevin; Dempsey, K.; Dhawale, K.; Duncan, E.; Englert, L.; Goerss, B.; Gray, G.; Hamilton, S.; Hufford, L.; Kriese, P.; Larger, M.; Lemna, K.; Mahaffey, J.; Marschall, T.; Martin, M.L.; Maurer, J.; McFadden, S.; Morse, M.; Osgood, T.; Rankin, S.; Roman-Royer, J.; Sabine, N.; Stanforth, D.; Tolley, R.; Turk, E.; Watkins, M.; Weber, G.; West, D.

V. Pre Meeting Comments

Senate President Suzi Shapiro noted that a quorum had not been reached and asked if there were any items on the Agenda that would require a vote. Although there were no voting items, Michael Foos pointed out that it would not be considered an official meeting unless a quorum was present. The President then suggested beginning the meeting and some additional faculty might arrive late. She also encouraged Senate members to attend meetings on time so that Senate business could be completed in the time allotted. She then asked Walter Wagor to give an update on the North Central Self Study Report

Walter Wagor said the Self Study Report has been completed and was sent to North Central last week. Copies of the full 205 page report will be printed and distributed to Secretaries, the Graf Center, and members of Chancellor's Cabinet. It will also be available on the Lincoln File Server under Iue-sf-1.Lincoln.File Server.Committee.NCA. Self Study Final Version. He suggested that people read the Summary and Conclusions regarding the strengths and weaknesses in the 5 criteria. A North Central resource room will be set up in the DAR Room from February 4 – March 4. An outline of the details of the visit will be discussed at the February 26th Faculty Senate Meeting. The NCA Team will arrive on Sunday, March 3rd and be on campus Monday, Tuesday (March 4 & 5) and half of Wednesday (March 6). There will be a campus wide Open Session at 10:00am on Wednesday. This visitation is the end of a process that began in 2000. Since then Diane Roberts and Walter Wagor have attended meetings, sub committee meetings and Steering Committee meetings - and looked at the criteria upon which IU East would be evaluated. A draft of the report was created during Spring and Summer 2001 and distributed on campus in October. There have been three revisions since then. Walter Wagor said the report is a reflection of how IU East matches the criteria, what has been done in the past 10 years and what will be done in the next 10 years.

II. Approval of Minutes

The meeting was officially called to order by Senate President Suzi Shapiro at 11:30 am, when a quorum was present. Ashton Veramallay moved to accept the Minutes of the December 11, 2001 Senate Meeting. Marty Pentz seconded. The December 11, 2001 Faculty Senate Minutes were approved.

- III. President's Report – Susan Shapiro
 - A. Suzi Shapiro reported that UFC is looking at the Conflict of Interest Policy.
 - B. The Academic Handbook Committee, Walter Wagor, Michael Foos, Tom Osgood and Suzi Shapiro, has been working on corrections and updates to the Academic Handbook. They hope to have a draft copy ready for the North Central visit. Suzi Shapiro asked that people send further changes/additions to her.
 - C. Suzi Shapiro proposed that the Faculty Senate and the TLC work on some type of formal distributive education policy for IU East. Suggested options were an Ad Hoc Senate Committee selected from the divisions or the Curriculum Committee? She felt that there should be some more specific statement on how credit is awarded for distributed education courses. Also, there may need to be guidelines on how distributive education courses are advertised in our campus materials. Suzi said she would be willing to work on a draft and present it at AAC for distribution to Divisions, possibly in March. She asked that anyone interested in working with her on this draft/policy should let her know. She will forward the information from Distributed Education committees for Indiana University

- IV. Student Leaders
No Report

- V. Faculty Senate Committee Reports
 - A. Nominating Committee - Mary Fell
Mary Fell asked for nominations for Faculty Senate President. She reported that Vandana Rao had been nominated for Senate President. Joan Lafuze moved the nominations be closed. TJ Rivard seconded. The election of Faculty Senate President will be conducted at the February Senate Meeting.
 - B. AAA Committee - Mary Fell
Mary Fell reported that the committee heard 6 student appeals of suspensions. All 6 students were re-instated with conditions.
 - C. Budgetary Affairs Committees- Ed Fitzgerald
Ed Fitzgerald reported that the committee had not been able to find a mutually satisfactory meeting time and had not met.
 - D. Curriculum Committee - Alisa Clapp-Itnyre
No Report
 - E. Faculty Affairs Committee – Vandana Rao
Vandana Rao thanked the committee members working on the Academic Handbook. A conflicting statement was found in a Constitutional Amendment pertaining to membership on standing committees and the proposed revision was presented as an information item. Mike Foos presented the Constitutional Amendment to the Senate. There were some additional changes suggested for clarification. The revision statement will be brought to the next Senate meeting for a vote.
 - F. General Studies Committee - Joan Lafuze
No Report

 - G. Workload - Mort Seddighin
Mort Seddighin said that March 1 is the deadline for Reassigned Time for Fall 2002. He added that the committee is discussing some workload issues and would welcome faculty input. Workload issues being discussed include: University expectation that everyone must do everything, and be excellent in all areas; credit for work done outside of the ordinary position description; there should be discussion between faculty and External Affairs relating to the marketing of courses; and, scheduling issues, including the offering of more night and week end courses.

- VI. Chancellor's Business - David Fulton
 - A. Budget Update
The Chancellor said there is not much to report on the Budget since the Legislature has just started a short session. State revenues may be lower than expected and

that will affect both higher and K-12 education. Chancellor Fulton said that Budgetary Affairs need to be involved in budget development and thinking about how to meet our needs with limited funds for next year. Dan Dooley, Business Manager, has been meeting with Professional and Staff Councils for their input. The IU Board of Trustees will be looking at tuition increases to ensure adequate operating funds and may make the decision at the January Trustee Meeting.

B. SMP Sub Committee on Culture

The Chancellor said the Culture Sub Committee was looking at salary issues and recommended that: IU East encourage salaries at the top of the allowable range; that IU East should be funding a bonus program for faculty and staff; and, that salary compression should be reviewed. Ron Carter asked how IUE salaries could be at the top of the range when most comparisons indicate IU East salaries are the lowest in the system. The Chancellor responded that the range is the same for all campuses so it is difficult if not impossible to change our relative position. Walter Wagor asked about comparisons of enrollments and credit hours to last year. The Chancellor added that 3 full time lecturers were hired to replace adjuncts and this process is to be repeated for two more years.

The Chancellor said the SMP PACT Program on Campus Norms has been completed.

C. The Chancellor said he has not received any nominations for Honorary Degree Candidates. Names should be submitted ASAP so the information can be forwarded to the committee.

D. The Chancellor announced that there is a display of rare books in the Library. These books may be used in the library or in classes.

E. The Chancellor thanked Diane Roberts and Walter Wagor for their work on completing the North Central Report during the Christmas break.

VII. Academic Affairs - Diane Roberts
No Report

VIII. Enrollment Services - Ben Young

A. Dr. Young reported that the Vice Chancellor for Information Technology Search is moving ahead. The committee has selected 13 applicants for further consideration and possible interviews.

B. He also reported that Spring enrollment, both in head count and credit hours, increased for the 9th consecutive term. Spring 2002 enrollment is 2,286 and credit hours are 21,162. Both figures exceed the previous high numbers of 1993. Dr. Young added that there were close to 100 students in the new Ohio Option program. He gave faculty credit for their efforts in advising students and class offerings.

IX. Old Business
None

X. New Business
None

XI. Announcements

Suzi Shapiro said the TLC would be distributing a catalog of classes and workshops that are available through the TLC. There are no designated times but TLC personnel will conduct the workshops when requested by individuals or when faculty-staff/groups can get together.

XII. Adjournment

Suzi Shapiro asked for a motion to adjourn. The Meeting was adjourned by acclamation. Meeting Adjourned at 12:15 pm

PLEASE PLAN TO ATTEND THIS MEETING

- **ELECTION OF A NEW FACULTY SENATE PRESIDENT**
- **IMPORTANT VOTING ITEMS THAT REQUIRE A QUORUM**

AGENDA
IU EAST FACULTY SENATE
February 26, 2002
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes - Faculty Senate Meeting, January 22, 2002
- III. President's Report - Susan Shapiro - 10 Minutes
 - UFC Report
 - NCA Report
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
 - Election of Faculty Senate President
 - Proposed By-Law Changes
 - Promotion and Tenure Election Calendar
 - Tabulation of Ballots
 - Vacancies on Standing Committees
 - B. AAA Committee - Mary Blakefield
 - Appeals Report
 - C. Budgetary Affairs - Ed Fitzgerald
 - Report
 - D. Curriculum Committee - Mary Blakefield
 - Information Item
 - E. Faculty Affairs – Vandana Rao Dev
 - Voting Item: Constitutional Amendment Revision –Circular E10 02
 - F. General Studies - Joan Lafuze
 - Report
 - G. Workload - Mort Seddighin
 - Report
- VI. Chancellor's Business - David Fulton
- VII. Academic Affairs - Diane Roberts
 - SMP Update
- VIII. Enrollment Services - Ben Young
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

**INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
February 26, 2002
Middlefork Hall - Room 124
11:00 am – 12:15 am**

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: S.; Baldwin, L.; Blakefield, M.; Branstrator, P.; Carter, R.; Chandler, David; Clark, Karen; Clark, Kevin; Dempsey, K.; Dooley, D.; Fell, M.; Folkerth, M.; Foos, C.; Foos, M.; Hamilton, S.; Heffron, M.; Helton, E.; Kirk, E.; Kriese, P.; Lafuze, J.; Larger, M.; Lemming, E.; Mahaffey, J.; Malleus, R.; McFadden, S.; Meyer, M.; Nishihara, L.; Osgood, T.; Passet, J.; Pentz, M.; Pomper, M.; Powell, M.; Rankin, S.; Rao, V.; Roberts, D.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stanforth, D.; Veramallay, A.; Watkins, M.; Wilde, J.; Young, B.

Absent: Armstead, S.; Bergen, M.; Blake, J.; Broadwell, A.; Brown, E.; Clapp-Itnyre, A.; Dhawale, K.; Duncan, E.; Englert, L.; Fitzgerald, E.; Fulton, D.; Goerss, B.; Gray, G.; Hufford, L.; Humphries, P.; Jayasuriya, K.; Kreamelmeyer, K.; Marschall, T.; Martin, M.L.; Mathew, G.; Maurer, J.; May, D.; Morse, M.; Rains, J.; Rivard, T.J.; Roman-Royer, J.; Sabine, N.; Stolle, C.; Szopa, A.; Thomas, T.; Tolley, R.; Turk, E.; Wagor, W.; Weber, G.; West, D.

VI. Call To Order – Suzi Shapiro

Senate President Suzi Shapiro noted that a quorum had been reached and called the I.U. East Faculty Senate Meeting to order at 11:10AM

II. Approval of Minutes

David Chandler moved to approve the Minutes of the January 22, 2002 Senate Meeting. Ashton Veramallay seconded. The January 22, 2002 Faculty Senate Minutes were approved.

III. President's Report – Susan Shapiro

A. Suzi Shapiro reported on the January Meeting. There was discussion about the University Tax which was originally established to provide University services. The tax has increased ever since the University's University Hospital expenses and income were merged with Clarion Healthcare.

There was also discussion reviewing the Master Course Inventory. It was decided that courses will not only have to have the same description, but the syllabi and general content should also be the same. Faculty may be asked to look at their syllabi.

There was a brief discussion relating to a small group (114) of people who were hired near the end of the 18/20 policy. The University is trying to figure out how they might be given additional money when they retire as the current 18/20 policy does not conform to the tax law.

B. Diane Roberts reported on plans for the North Central visit next week. The team will arrive in Richmond next Sunday, March 4. The team members are: Team Chair, Dr. Kathie S. Gilbert, from Western New Mexico University; Dr. Robert Arbuckle, from Lake Superior State University; Dr. David Hampton, from Wartburg College; and, Dr. Leah Harvey from Metropolitan State University. Sunday night there will be an informal get together with Team Members. Monday morning the Site Visit Team meets with Executive Council for a "Welcome to IU East" and an overview of the campus. Later they will meet with community advisors. Then at 1:30 is a video conference with President Brand. Wednesday at 10:00 will be a report out session in Vivian Auditorium. This is open to everyone, when the team will give a brief report on its findings and what recommendation they are making.

The faculty was reminded that summaries of the report have been distributed and copies of the full report are available from Faculty Secretaries and in several campus offices.

Cathy Ludlum Foos asked what kinds of questions the team would ask. Vice Chancellor Roberts said that questions would cover all areas – some pertaining to previous weaknesses, i.e. extensive use of adjunct faculty, low faculty salaries, assessment; campus planning and communication; how IUE plans to get ready for the Community College; the lack of diversity in faculty and staff. Mostly open ended questions. She thanked the Committee Chairs, Mike Foos, Walter Wagor, Mary Ann Morse, Lynn Hufford, Jan O'Brien, and Ben Young for their work.

- C. Suzi Shapiro reported that Joanne Rains is the IUEast representative to the IU Graduate Faculty. Mike Foos is the contact person for anyone wanting to know more about Graduate Faculty and possible Masters programs for IU East.

IV. Student Leaders - Jeff Eagles
No Report

V. Faculty Senate Committee Reports

A. Nominating Committee - Mary Fell

Mary Fell re-opened the nominations for Faculty Senate President. She reported that Vandana Rao had been nominated for Senate President. Tom Osgood moved the nominations be closed. Vandana Rao was unanimously elected President of IU East Faculty Senate. She said she was honored to be elected and would do her best as President. Tom Osgood noted that Vandana Rao is the first Senate President elected from the BEST Division. The new President will work with the current President in the coming months to become acquainted with the responsibilities of the position.

Mary Fell explained the Nominating Proposals which will be voted on at the March meeting. Proposal I deals with vacancies on standing committees; Proposal II changes the dates of P & T elections from May to August to be in line with other Standing Committee elections. Two sentences will be deleted in the P & T Committee description to reflect the changes. Proposal III changes the way standing committee slate selection is determined. Rank order voting for candidates proved to be too complex and several ballots had to be thrown out. The new slate selection will be determined by voting for the individual candidates. In case of a tie, the final two candidates will be selected from the four candidates receiving the most votes.

B. AAA Committee - Mary Blakefield

Mary Blakefield reported that the committee met three times on a student appeal. The committee also met with the student and division faculty. The student appeal was denied.

C. Budgetary Affairs Committees- Michele Larger

Michele Larger said the committee had met yesterday to discuss salary issues, past and present. They also talked about lecturer salaries and professional development money for staff members. Suzi Shapiro said that Divisions have discussed budget issues and budget priorities in general. Diane Roberts noted that the Legislature feels the Governor has not done enough budget cutting and will not make any recommendations. The tax structure is out dated (as it is based on a manufacturing, rather than information and service economy). President Brand is concerned that there will not be additional monies available in the next two years. The IU Board of Trustees has not made any decision on tuition and fees yet. They plan to reach a decision at the April meeting in Richmond. Purdue and Ohio State have already raised tuitions for the next year.

Dan Dooley attended the Budgetary Affairs meeting and did a presentation on salaries, since some Divisions have asked for additional support staff. He felt the discussion between himself and committee members was helpful. Suzi Shapiro commented that President Brand had indicated any budget cuts made would not affect the academic mission of the institution. Faculty and areas important to student learning are a priority.

D. Curriculum Committee – Peggy Branstrator

Information Item - Peggy Branstrator presented GEOG G109 from the Master Course List for adoption on the IU East Campus. The course will be taught as a

Science elective in the NSM Division and can also be used as an elective for Education students. She said the course will be added to the Fall 2002 schedule.

- E. Faculty Affairs Committee – Vandana Rao
Voting Item – The proposed revision to the Constitutional Amendment 6.3 (Cir. E10-02) was presented by Michael Foos for a vote. The Amendment was passed. The revision clarifies that newly elected Standing Committee members begin their service on July 1, and the Senate President calls the first meeting to elect Committee Chairs.
- F. General Studies Committee - Joan Lafuze
Joan Lafuze said the Committee did not have any voting issues for the Faculty Senate, but it has been meeting regularly to learn more about its role as a new committee. The committee was scheduled to meet later in the day with Frank Disilvestro, Judith Wertheim and Jim Schellhammer (all of the Bloomington Campus) via interactive video to discuss portfolio issues and credit for life experiences.
- G. Workload - Mort Seddighin
The committee has been meeting and each member is working on a particular workload issue. The committee is preparing a questionnaire relating to those issues.
Faculty was reminded that March 1 is the deadline for Reassigned Time for Fall 2002.

VI. Chancellor's Business – David Fulton

No report. Chancellor Fulton was attending the President's Mini Retreat in Bloomington.

VII. Academic Affairs - Diane Roberts

Diane Roberts reported that the Board of Trustees would be meeting on Friday, March 1. They will be considering the BA in Fine Arts that was put forward last year and approved, contingent upon funding. The degree needs to be resubmitted for approval without funding. Trustees will also be reviewing Associate, Baccalaureate and Masters Degree programs put forward.

VIII. Enrollment Services - Ben Young

- A. Dr. Young reported that the Vice Chancellor for Information Technology Search is on going. The third of five candidates is on campus today. The committee hopes to make its decision by March 19th and forward it to the Chancellor
- B. Vice Chancellor Young announced that Advising for Summer and Fall 2002 begins March 18th. The schedules are currently at the printers and should be ready on time. He added that, in accordance with an SMP suggestion, the schedules will note how often a particular class is offered – Spring and Fall, Spring only, etc.

IX. Old Business

None

X. New Business

None

XI. Announcements

Michael Foos announced that at 3:00 pm on April 26, the IU East AAUP Chapter will conduct a forum on the possible graduate role at IU East. VC George Walker, from RUGS, will be here for that meeting.

An Indiana State Senate Bill, sponsored by AAUP, to put a faculty member on the IU Board of Trustees was voted down. There is another bill in the House to have a faculty member on the Board of Trustees. If that passes there could be a faculty member on the Board of Trustees.

Joanne Passett announced that IU Professor, James Madison, will be giving a lecture on his latest book, "A Lynching in the Heartland: Race and Memory in America" on February 27th. Dr. Madison would like to have the program taped. He has the

equipment but needs someone to volunteer to do the taping. Anyone interested should contact Joanne.

Suzi Shapiro announced that the TLC has extra clerical help available if faculty needs it.

XII. Adjournment

Suzi Shapiro asked for a motion to adjourn. Vandana Rao moved to adjourn.

Cathy Ludlum Foos seconded. Meeting Adjourned at 12:05 pm

AGENDA
IU EAST FACULTY SENATE
March 19, 2002
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes - Faculty Senate Meeting, February 26, 2002
- III. President's Report - Susan Shapiro - 10 Minutes
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Vote on by-law changes
Slate selection for P&T Committee
Slate selection for Nominating Committee
 - B. AAA Committee - Mary Blakefield
No Report
 - C. Budgetary Affairs - Ed Fitzgerald
 - D. Curriculum Committee - Mary Blakefield
 - E. Faculty Affairs – Vandana Rao Dev
Information Item – Draft - Conflict of Interest Policy – Circular E12-02
 - F. General Studies - Joan Lafuze
 - G. Workload - Mort Seddighin
Survey
- VI. Chancellor's Business - David Fulton
Report
- VII. Academic Affairs - Diane Roberts
Report
- VIII. Enrollment Services - Ben Young
Report
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
March 19, 2002
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Blakefield, M.; Branstrator, P.; Broadwell, T.; Brown, E.; Carter, R.; Chandler, David; Chandler, Dianne; Dooley, D.; Eagles, J.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, M.; Fulton, D.; Hamilton, S.; Heffron, M.; Helton, E.; Humphries, P.; Jayasuriya, K.; Kriese, P.; Lafuze, J.; Mahaffey, J.; Malleus, R.; Martin, M.L.; Matika, J.; McFadden, S.; Meyer, D.; Nishihara, L.; Pentz, M.; Pomper, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stanforth, D.; Szopa, A.; Veramallay, A.; Wagor, W.; Watkins, M.; Young, B.

Absent: Bergen, M.; Blake, J.; Clapp-Itnyre, A; Clark, Karen; Clark, Kevin; Dhawale, K.; Duncan, E.; Englert, L.; Goerss, B.; Gray, G.; Hufford, L.; Kirk, B.; Kreamelmeyer, K.; Larger, M.; Lemming, E.; Ludlum Foos, K.; Marschall, T.; May, D.; Morse, M.; Osgood, T.; Passet, J.; Roman-Royer, J.; Stolle, C.; Thomas, T.; Tolley, R.; Turk, E.; Weber, G.; West, D.; Wilde, J.

At 11:20am, President, Suzi Shapiro, suggested the meeting begin although a quorum was not yet present.

Senate President, Suzi Shapiro began her report from the UFC Meeting relating to the transfer of classes across campuses. She reported that the reform of the Master Course Inventory will take some time and implementation of a plan to have transferability of all courses across campuses will not be feasible for years to come. It was proposed that if a course is taken from the Master Course Inventory, the Office of the Vice Chancellor for Academic Affairs of both campuses be consulted regarding transferability. T.J. Rivard asked if the IU East Curriculum Committee proposal policy relating to class transferability was putting the cart before the horse. President Shapiro felt it might be but it was not out of line. President Shapiro added that the SES, Student Enrollment Services, – People Soft – would help track classes. She added that a committee has been formed, consisting of 1 representative from each of 3 regional campuses, 3 representatives from Bloomington, 3 from IUPUI and 1 from Purdue, to deal with class transfer among campuses.

VII. Call to Order

Senate President Susan Shapiro called the meeting to order at 11:25 am, at which time a quorum was present.

II. Approval of Minutes

President Shapiro called for approval of the Minutes. David Chandler moved to approve the Minutes of the February 26, 2002 Faculty Senate Meeting. Vandana Rao Dev seconded. Walter Wagor and David Fulton noted that they did not attend the February Meeting and should not be listed among those present. Walter Wagor also noted that Circular E10-02, a revision to Constitutional Amendment 6.3, relating to elections of Standing Committees that was approved at the February 26th meeting, had not been attached to the Minutes. This will be done. The February 26, 2002, IU East Faculty Senate Minutes approved as corrected.

III. President's Report – Susan Shapiro

H. Suzi Shapiro said there was a draft issued on Principles Guiding Statewide Transfer and Articulation in Indiana listing the points for articulation. Michael Foos asked if it was on the Web. Suzi Shapiro said she would send copies and also put it on the Senate Web site.

IV. Student Government – Jeff Eagles

- A. There will be a “Chat With The Chancellor” in Whitewater Hall Lobby on March 25th. Chancellor Fulton and Vice Chancellor Young will be available to talk with students.
- B. The Student Choice Awards Banquet will be held at the Leland Hotel on April 19th.

V. Faculty Committees

A. Nominating Committee – Mary Fell

Mary Fell reviewed proposed changes to Membership, Committees, and vote tabulation that had been presented at the February Senate meeting and were now ready for a vote.

- The change in membership states that vacancies on standing committees will not be filled unless the committee requests it. This relates only to committees that elect members, not the committees that are required to have Divisional representation. The question was called. The changes were approved
- The second proposal would change the election date of the P & T Committee to April to be consistent with other Senate Committees (except Faculty Board of Review). Walter Wagor asked what the rationale for the change is. Michael Foos explained that electing members in the Spring would give new faculty time to become familiar with faculty members and also for all committee members to receive training in P & T procedures. Mary Fell added that it would consolidate committee elections. The question was called. Ashton Veramallay seconded. The proposed change of the election date of P & T Committee to April was approved.
- The third proposal, relating to changes in slate selection, would eliminate rank voting, and require people to vote for the number of candidates needed to fill committee vacancies. The Nominating Committee would then prepare the slate consisting of those candidates receiving the most votes, to equal twice the number of candidates to be elected to the committee. Mike Foos explained that the rank voting created problems and several ballots had to be thrown out. There was much discussion relating to problems with rank voting and the proposed change. Peggy Branstrator suggested trying the new system to see how it would work. Anne Szopa suggested educating faculty on rank voting and trying it again. Walter Wagor proposed moving the last sentence in iii, Slate Selection, and adding it to the end of the proposed revision. Lora Baldwin seconded. Motion passed. Mary Fell called the question for the proposed changes to slate selection. The proposed changes passed.

Mary Fell presented the slates of names for the P & T and Nominating Committees, to be voted on at the April meeting. She asked if there was anyone who wanted their name removed from the slates. Joan Lafuze and Edwina Helton asked their names be removed from Nominating Committee. Walter Scott noted his name was listed twice on Nominating Committee and asked one to be removed. Mary Fell said faculty will receive the slate selection forms for additional committees to be elected at the April meeting.

B. AAA Committee – Mary Blakefield

No Report

C. Budgetary Affairs – Ed Fitzgerald

Ed Fitzgerald said Divisions Budgetary concerns had been forwarded to Dan Dooley, Business Manager, and Chancellor Fulton.

D. Curriculum Committee

No Report

E. Faculty Affairs – Vandana Rao-Dev

The Committee presented, as an information item, a draft of a Conflict of Interest Policy, which will be voted on at the April Senate Meeting. Marty Pentz explained that UFC said campuses should have Conflict of Interest Policies, so the Committee put one together. He said there is also a Conflict of Interest Disclosure Form that needs to be completed.

- F. General Studies – Joan Lafuze
Joan Lafuze reported that the committee is getting organized.
- G. Workload – Mort Seddighin
A 16 question survey on faculty workload was distributed for faculty to complete and return to the committee.

VII. Chancellor's Business - David Fulton

- A. The Chancellor said the good news is that the NCA process and report went very well and the Campus received accreditation for 10 years. Another report will be submitted in 5 years to see how the campus is addressing some of the challenges it faces. These include faculty salaries, the assessment process for institutional learning and strategic planning.
- B. The bad news is that the legislature ended its session without resolving budget issues. The Governor will be making further cuts in Higher Education within a week or two. The Chancellor said IU East will have to find ways to accommodate cuts but the #1 priority at IU East will be to maintain salary increases. The Governor has indicated there will be no special session unless called for by the people. The question is, how would the “people” express themselves in order to demand a special session of the state.

IX. Academic Affairs – Diane Roberts

- Vice Chancellor Roberts reported that there have been 12 – 14 searches recently and five have been successful. The others were not, due to low salary offerings.
- The Vice Chancellor gave results of the Persistence Report for Fall and Spring for the past three years. Three years ago the persistence rate was 68%; two years ago it was 72%; and, this year it was 75%. She thanked the Student Success Team for their efforts in the increase in numbers.

X. Enrollment Services - Ben Young
No Report

XI. Old Business
None

XII. New Business
None

XI. Announcements

- A. Dianne Chandler announced that the Faculty Staff Luncheon would be April 26. She also talked about the new Informed Employee Newsletter that updates faculty and staff on current Human Resource policies and events.
- B. Walter Wagor announced that Joanne Rains-Warner will give her Sabbatical Presentation next Tuesday, March 26, at 3:30. He also announced that on Thursday, March 28th at 11:30, Alisa Clapp-Itnyer will give her Summer Faculty Fellowship presentation. He reported that Lavern Nishihara is the newest member of FACET
- C. Joanne Matika said that Honors Day will be Saturday, March 23 at 2:00pm at Richmond High School Civic Hall. This event honors students on the Dean’s and Chancellor’s lists as well as Distinguished Student Award Winners.
- D. The Chancellor announced that the IU Trustees meeting will be at the IU East Campus on April 4th and 5th. He encouraged faculty to attend the sessions. He also announced that there will be an all campus SMP Report and discussion on Monday, April 8th at 9:30 am in Vivian Auditorium.
- E. Suzi Shapiro said there will be a Higher Ed Commission meeting on April 3rd. Anyone interested in attending should contact her for information.

XII. Adjournment

Vandana Rao Dev moved to adjourn. Seconded Meeting adjourned at 12:25 pm.

AGENDA
IU EAST FACULTY SENATE
April 30, 2002
Middlefork Hall 124
11:00 am - 12:15 pm

- I. Call to Order - Susan Shapiro
- II. Approval of Minutes - Faculty Senate Meeting, March 19, 2002
- III. President's Report - Susan Shapiro - 10 Minutes
- IV. Student Leaders Announcements
- V. Faculty Committees
 - A. Nominating Committee - Mary Fell
Election – Faculty Senate Committees
 - B. AAA Committee - Mary Blakefield
Information Items
 - C. Budgetary Affairs - Ed Fitzgerald
Information Items
 - D. Faculty Affairs – Vandana Rao Dev
Voting Item – Conflict of Interest Policy – Circular E12-02
Disclosure Form
 - E. General Studies - Joan Lafuze
Information Items
 - F. Workload - Mort Seddighin
No Report
 - G. Curriculum Committee – Alisa Clapp-Itnyre - 15 Minutes
Technical Communication Certificate E13-02
Restructuring Developmental Math Curriculum E14-02
Interim Procedure-Bringing Courses Off Master Course List E15-02
- VI. Chancellor's Business - David Fulton
Budget
- VII. Academic Affairs - Diane Roberts
Report
- VIII. Enrollment Services - Ben Young
Approval of Tentative May Graduate List
- IX. Old Business
- X. New Business
- XI. Announcements
- XII. Adjournment

INDIANA UNIVERSITY EAST
FACULTY SENATE MINUTES
April 30, 2002
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Bergen, M.; Blakefield, M.; Branstrator, P.; Broadwell, T.; Carter, R.; Chandler, David; Chandler, Dianne; Clark, Kevin; Dempsey, K.; Dhawale, K.; Dooley, D.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, M.; Fulton, D.; Goerss, B.; Heffron, M.; Helton, E.; Humphries, P.; Jayasuriya, K.; Kirk, B.; Kreamelmeyer, K.; Lafuze, J.; Larger, M.; Lemming, E.; Ludlum Foos, K.; Mahaffey, J.; Malleus, R.; Martin, M.L.; Mathew, G., May, D.; Meyer, D.; Morse, M.; Nishihara, L.; Osgood, T.; Passet, J.; Pentz, M.; Pomper, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Wagor, W.; Weber, G.; Wilde, J.; Young, B.

Absent: Blake, J.; Brown, E.; Clapp-Itnyre, A; Clark, Karen; Duncan, E.; Gray, G.; Hamilton, S.; Hufford, L.; Kreamelmeyer, K.; Kriese, P.; Marschall, T.; McFadden, S.; Roman-Royer, J.; Thomas, T.; Turk, E.; Watkins, M.; West, D.

VIII. Call to Order

Senate President Susan Shapiro called the meeting to order at 11:15 am.

II. Approval of Minutes

President Shapiro called for approval of the Minutes. Ashton Veramallay moved to approve the Minutes of the March 19, 2002 Faculty Senate Meeting. T.J. Rivard seconded. Cathy Ludlum Foos noted that her initial was incorrect in the attendance list. Walter Wagor noted that items approved at the March 19, 2002, meeting had not been attached to the Minutes and therefore the Minutes could not be approved as a true accounting of the meeting. The President said the items would be distributed as attachments. The March 19, 2002 Minutes of the IU East Faculty Senate were approved, as corrected, with one abstention.

III. President's Report – Susan Shapiro

I. Suzi Shapiro gave the UFC Report.

- The Trustees voted to use .05% of the tuition increase to support high performing faculty. There was also discussion of Health Insurance issues relative to a 22% increase in health costs.
- There was a recommendation for the Senior Co Chair of UFC to serve on the Trustees Executive Committee. Some potential problems with the recommendation were expressed with regard to the precedent for having public participation and the fact that the person would be excluded by law from personnel and collective bargaining issues.
- There was discussion on the Chancellors Review Procedure. UFC will be developing the process. President Shapiro noted that Chancellor Fulton will be the next Chancellor up for review.
- IUPUI will be conducting a search for a new Chancellor when Gerald Bepko leaves after next year. Regional campuses will have a representative on the Search Committee. President Shapiro had asked for volunteers from IU East and the following people responded: Kris Dhawale, Mardi Bergan, Joan Lafuze, Marty Pentz and Cathy Ludlum Foos. There was a question if all names should be submitted, or just one, representing IU East. It was decided that since President Brand will make the choice, all names be forwarded, including their department, length of time at IU East, etc.

- The Annual Minority/Affirmative Action Report was presented. The report showed that minority representation was low for all campuses and that brought discussion of recruitment policies. The University of Michigan is fighting two lawsuits challenging its admission policies. This website is provided as a resource for journalists and others who need background information.
<http://www.umich.edu/~urel/admissions/>
- The University Budget Office website has all the basic information on all campuses in the Fact Book 2001-2002. The Retention data show that the biggest challenge is getting students to their second year. The website is:
<http://factbok.indiana.edu/fbok01/fbindx01.html>
- 18/20 Status Report indicated that the financing plan was better than predicted due to reallocation of money
- There was discussion of Funding Models for Spousal Hiring. It was noted that 2/3 of spouses hired are in non-tenure track positions. Funding comes from: 1/3 Division doing primary hire; 1/3 Division receiving the spouse; 1/3 contingency fund for spousal hires. It is not a base budget line. President Shapiro added that IU East does not have that flexibility and perhaps it could work out something with Earlham.
- Faculty was reminded to attend graduation.

IV. Student Leaders

- A. Katie Baldwin reported that Awards were presented to Neil Sabine and Lisa Beach at the Student Choice Awards Banquet on April 19, 2002.
- B. She asked faculty to complete nomination forms for students they think would make good Student Leaders for next year.

VI. Faculty Committees

A. Nominating Committee – Mary Fell

The Senate President said she would like to call a meeting with the newly elected committees following this Senate Meeting in order to elect new Committee Chairs.

a. Mary Fell announced that the first election would be to select a UFC Representative. There was one nominee – Michael Foos. Tom Osgood moved the nominations be closed. Larry Englert called the question. Michael Foos unanimously elected as IU East UFC Representative.

b. As an information item, Mary Fell noted that the Workload and Budgetary Affairs Committees have Divisional representation and asked Nursing, BEST and BSS Divisions to send her their representative to those committees before the end of the semester.

c. Mary Fell explained that nominees for the various committee slates were selected from the committee preference form that faculty members completed indicating their willingness to serve.

AAA Committee – Continuing members: Debbie May and Markus Pomper.

Nominees: Lynn Hufford, George Mathew, Joanne Passet, Cheryl Stolle
Cathy Foos made a motion to elect the slate. Tom Osgood seconded. Slate elected.

Curriculum Committee – Continuing members: Sheila Armstead, Peggy Branstrator, Kathleen Kreamelmeyer

Nominees: Jumara Jayasuriya, Betsy Kirk, Jerome Mahaffey
Slate elected as presented.

Faculty Affairs - Continuing members: Marty Pentz, Marilyn Watkins, Greg Weber, Michael Foos, ex officio

Nominees: Mary Ann Morse, TJ Rivard, Walter Wagor
Slate elected as presented.

General Studies – Continuing members: Joan Lafuze, Emily Lemming, Sue McFadden

Nominees: Alisa Clapp-Itnyre, Suzi Shapiro, Neil Sabine
Slate elected as presented.

Nominating – Continuing member: Mary Fell

Nominees: Alisa Clapp-Itnyre, Ed FitzGerald, Jerome Mahaffey, Joanne Passet, Neil Sabine, Mort Seddighin

The slate of 6 nominees was elected at the March 19th Senate meeting. Faculty were instructed to vote for 2 from the slate.

Promotion and Tenure – Continuing members: Ed Brown, Joan Lafuze, Marilyn Watkins

Nominees: Mary Blakefield, Kris Dhawale, Paul Kriese, Cathy Ludlum Foes, T.J. Rivard, Walter Wagor

Faculty were instructed to vote for 3 faculty members. Requirements for the committee members are: at least 3 divisions must be represented, one member must be a full professor, and members must be tenured associate professors or professors with at least 2 years experience at IU East.

- B. AAA Committee – Mary Blakefield
Mary Blakefield reported that the Committee has begun work on Admissions Standards and will turn over their work to next year's committee.
- C. Budgetary Affairs – Ed Fitzgerald
No report
- D. Curriculum Committee
No Report
- H. Faculty Affairs – Vandana Rao-Dev
Vandana Rao Dev said the Conflict of Interest Policy had been presented to Senate at the March meeting and was now presented for a vote. The Conflict of Interest Disclosure Form was attached as an information item. Vandana Rao Dev referred to Marty Pentz who had drafted the Conflict of Interest Policy if there were questions or any further need for discussion. Hearing none, Vandana asked for a vote. The Policy (E12-02) was passed unanimously.
- I. General Studies – Joan Lafuze
Joan Lafuze said the committee had no voting items but she wanted to share some information on the General Studies students. She said there are 121 students enrolled in Bachelor of General Studies, 3 in Associate of General Studies, 121 Indiana residents, 35 Fulltime students, 950 Credits being taken, 52% Sophomores, 38% Seniors, 58% are Beginning students, 30 Transfer students, 10 Returning students, 1 High School student, 2 Visiting students, 71% are single, 21% under 25 years old, 12% are 25-29, 24% are 30-39, 44% are over 40, 52% have a GPA 3.0-4.0, 42% have a GPA 2.0-2.99.
- J. Workload – Mort Seddighin
No Report
- H. Curriculum Committee – T.J. Rivard
T.J. Rivard brought forth for Senate approval the Certificate in Technical Communication, approved from HFA Division and the Curriculum Committee. Ashton Veramallay asked if foreign language could be used as an elective. The answer was yes. Walter Wagor asked why there were so many writing electives in a Communication Certificate, commenting that he would expect more speech related courses. Edwina Helton replied that Technical Communication includes all communication, oral, written and technical. Larry Englert called the question. There was further discussion. Mary Fell suggested changing "writing" to "communication" in the Certificate proposal. Cheryl Stolle seconded. Motion passed. It was then moved and seconded to table discussion until the next Senate Meeting ((May 7, 2002).
Peggy Branstrator explained the need to restructure the Math Curriculum in view of the Community College mandates. She said the Math faculty had reviewed the skills and outcomes expected in developmental Math and also reviewed syllabi and course offering/sequence from other regional campuses. Math faculty from all campuses met to discuss the restructuring. David Chandler moved to continue the discussion beyond the Senate meeting time. Seconded. Peggy Branstrator explained that students who could not test in to math classes at IU East might go to IVTC. Discussion of Math courses to be offered, or not offered, continued.

Senate President, Suzi Shapiro, noting the time, proposed that Senate meet next Tuesday, May 7, to continue the discussion and complete the rest of the Agenda not covered in this meeting. Moved and seconded.

Meeting adjourned at 12:40pm

I U EAST FACULTY SENATE
May 7, 2002
Middlefork Hall Room 124
11:00 am – 12:15 pm

Presiding: Susan J. Shapiro, President of Faculty Senate

Call to Order – Susan Shapiro

Enrollment Services - Ben Young
Approval of Tentative May Graduate List

- VI. Faculty Committees
 - A. Budgetary Affairs – Ed Fitzgerald
Report
 - B. Curriculum Committee – T.J. Rivard
Technical Communication Certificate E13-02
Restructuring Developmental Math Curriculum E14-02
Interim Procedure – Bringing Courses Off Master Course List E15-02
 - C. Standing Committee Election Results

- VII. Chancellor's Business - David Fulton
Budget

- XI. Academic Affairs – Diane Roberts
Report

- IX. Old Business

- X. New Business

- XI. Announcements

- XII. Adjournment

**REMINDER: Please bring Senate Agenda packet that was distributed for the April
30th meeting to this meeting.**

AGENDA

INDIANA UNIVERSITY EAST FACULTY SENATE MINUTES

May 7, 2002

Meeting Continued from April 30, 2002

Middlefork Hall Room 124

11:00 am – 12:15 pm

Presiding: Susan J. Shapiro, President of Faculty Senate

Present: Armstead, S.; Baldwin, L.; Bergen, M.; Blakefield, M.; Branstrator, P.; Broadwell, T.; Carter, R.; Chandler, David; Chandler, Dianne; Clark, Kevin; Dempsey, K.; Dhawale, K.; Dooley, D.; Englert, L.; Fell, M.; Fitzgerald, E.; Folkerth, M.; Foos, M.; Fulton, D.; Goerss, B.; Heffron, M.; Helton, E.; Humphries, P.; Jayasuriya, K.; Kirk, B.; Kreamelmeyer, K.; Lafuze, J.; Larger, M.; Lemming, E.; Ludlum Foos, K.; Mahaffey, J.; Malleus, R.; Martin, M.L.; Mathew, G.; May, D.; Meyer, D.; Morse, M.; Nishihara, L.; Osgood, T.; Passet, J.; Pentz, M.; Pomper, M.; Powell, M.; Rains, J.; Rankin, S.; Rao, V.; Rivard, T.J.; Roberts, D.; Sabine, N.; Scott, W.; Seddighin, M.; Shapiro, S.; Slattery, E.; Stanforth, D.; Stolle, C.; Szopa, A.; Tolley, R.; Veramallay, A.; Wagor, W.; Watkins, M.; Weber, G.; Young, B.

Guest: Greg Braxton Brown, new Chair, B.E.S.T

Absent: Blake, J.; Brown, E.; Clapp-Itnyre, A; Clark, Karen; Duncan, E.; Gray, G.; Hamilton, S.; Hufford, L.; Kreamelmeyer, K.; Kriese, P.; Marschall, T.; McFadden, S.; Roman-Royer, J.; Thomas, T.; Turk, E.; West, D.; Wilde, J.

Call to Order

Senate President Susan Shapiro called the meeting to order at 11:10 am.

Chancellor's Business – David Fulton

Budget Report

The Chancellor reported that the Legislature had not resolved the Budgetary issues during the regular session and would be back in special session on May 14th. Both sides have put proposals on the table and there needs to be some compromise to resolve the issues. The Alliance for Indiana's Future has been active since the special session in forcing resolution of the issues. The Chancellor showed slides comparing the 2001-02 Budget with the Proposed 2002-2003 Budget, noting total compensation and expenditures of new monies and where it is spent. There will be a continuing increase in salaries – 4% for faculty; 2.52% for Professional Staff and 2.51% for Staff. There will be 4 new faculty added – 3 Lecturer positions and one full time Psychology faculty.

Other areas to be funded include: Retention and Diversity initiatives, Library Funding, and rewiring Middlefork. The University has salary category of High Performers that is awarded to faculty receiving High and Highest Merit. This award was discussed in Academic Affairs as a way to resolve some of the salary compressions issues at IU East and also to provide equity with other campuses. IU East submitted the names of 23 faculty for the high performers salary increase. Since the university allowed a maximum of 15 for this increase, the budget office allowed the remaining names to receive an equal increase as an equity adjustment based on the recent recommendations from the North Central accreditation team.

The Chancellor had hoped to report on Vice Chancellor Reviews but they are not quite ready. The Vice Chancellors for Enrollment Services and Academic Affairs were reviewed this year. The Vice Chancellor for External Relations Review will begin next year.

Enrollment Services – Ben Young

Approval of May Graduate List

Michael Foos moved to go into Executive Session to approve the May Graduate List.

Mary Blakefield seconded.

Mary Fell moved to approve the Tentative List of May Graduates, pending successful completion of all coursework. Larry Englert seconded. Tentative May Graduate List approved.

Executive Session ended.

VI. Faculty Committees

- Budgetary Affairs – Ed Fitzgerald

Ed Fitzgerald said the Committee had trouble finding a meeting time acceptable to all members and recommended that the Tuesday morning meeting time for Faculty Senate Committees be reinstated.

The Committee worked with Dan Dooley and the Chancellor on salary and other issues. Ed Fitzgerald will talk with the Chancellor about how to get more information on compression and equity issues. He asked Divisions to think of ways for equity adjustment and forward those ideas to Budgetary Affairs.

- Curriculum Committee – Alisa Clapp-Itnyer

Committee Chair, Alisa Clapp-Itnyer, asked T.J. Rivard to present the revised Technical Communication Certificate. T.J. Rivard reported that the Certificate had been tabled at the April 30 meeting. Joan Lafuze moved to bring the Certificate off the table. Vandana Rao seconded. Walter Wagor said he had looked at the schedule and felt the courses were not offered on a regular basis and wondered how people would be able to complete the certificate. Jerome Mahaffey said the Technical Writing courses have been taught as special topics courses.

Diane Roberts said there are two separate issues, the certificate and the courses.

Larry Englert called the question. Paul Kriese seconded. Technical Communication Certificate (E-13-02) passed.

T.J. Rivard presented four courses from the Master Course List to be required for the Certificate. Diane Roberts said a Degree in Communications was passed 5 years ago but it never really went anywhere. Jerome Mahaffey is working to make certain the courses are applicable. There was some confusion whether the course CMCL 304 was a speech or communication course.

Peggy Branstrator presented two related Math curriculum proposals for the restructuring of the Developmental Math curriculum. She explained that the M117, Intermediate Algebra(E15-02), will be brought from the Master course list to replace M014, which will not longer be offered after December 2002. This may cause advising problems. There was discussion about making necessary changes in the bulletin, possible additional prerequisites, and reciprocity with other campuses. Tom Osgood was concerned that IUE seems to be lowering Math requirements and that also reduces electives for Business majors. It was noted that students can test out of some of the Math courses. Peggy Branstrator said the M117 proposal was an information item and no vote is needed. The committee will revisit the proposal. The second part of the proposal would require M125 as a prerequisite for M119 beginning in Spring 2003. Math faculty had reviewed skills needed for M119 and the current prerequisite, M014, did not provide those skills. Discussion. Lora Baldwin called the question. Proposal to require M125 as a prerequisite for M119 passed (E15-02).

Peggy Branstrator presented a new course, L333, Environmental Science (E16-02), as a voting item. She said there is currently no such course offered for science majors at IU East. If approved, the course will have to go through the campus remonstrance process. Kris Dhawale called the question. New course proposal passed.

- Nominating Committee – Mary Fell

Standing Committee Election Results

Mary Fell reported that Committee election results are attached to the Minutes and are available on an email sent to the Senate listserv. She said Division representatives are still needed from BSS on Workload and from BEST on Budgetary Affairs. She announced that the Nursing representative for Budgetary Affairs is Kelly Dempsy, and for Workload is Mary Folkerth. Mary Blakefield is the alternate on the P & T Committee.

T.J. Rivard noted that there were 3 Division Chairs on the P & T Committee and felt that was not a good situation. He suggested that Faculty Affairs look into it. Mary Fell noted that policy states a Chair is not be allowed to vote if one of its faculty comes up for promotion and/or tenure. She added that the requirement for associate and full professors to serve on P & T will make it difficult not to have Chairs serving on that committee.

Suzi Shapiro reminded the new Senate Committees to get together after the meeting to elect Chairs. Vandana Rao added that the Senate rules state that the Senate President has to be involved in the election of Committee Chairs.

VIII. Academic Affairs – Diane Roberts

Vice Chancellor Roberts congratulated faculty receiving promotions: Greg Braxton Brown, the new Chair of B.E.S.T.; Mary Fell, promoted to Professor; and, Anne Szopa and Edwina Helton promoted to Associate Professors. Ed Brown, Edwina Helton, Kris Dhawale and Neil Sabine received Trustee Teaching Awards.

IX. Old Business

None

X. New Business

Suzi Shapiro thanked everyone who has helped her during her term as Senate President. Special thanks were extended to Walter Wagor and Michael Foos for their advice and to Standing Committee Chairs for fine work. She also thanked Mary Robertson, Senate Secretary, for her work this year. The Faculty Senate Gavel was then presented to Vandana Rao Dev, Senate President for 2002-03.

XI. Announcements

Suzi Shapiro reminded everyone to vote today.

She reminded faculty that rehearsal for Graduation is Thursday at 5:30PM. Two volunteers are needed to help people up and down the stairs to the stage. She also announced that there will be a Senior Shindig at the parking garage following the rehearsal. Graduation is Friday, May 10 at 6:00pm.

Lora Baldwin said the Library is becoming digital and a Proxy Server will be installed. The web page will be re-designed. Library staff is looking at journals to see which ones are not being used and will cancel them. Due to cutbacks in work study funding, the Library will no longer be open on week-ends and will close at 6:00 Monday – Thursday, and at 5:00 on Friday

XII. Adjournment

Meeting adjourned at 12:20pm