**INDIANA STATE UNIVERSITY
Faculty Senate Executive Committee
2007-2008
January 15, 2008**

**EC#15
Approved January 15, 2008
January 15, 2008 Minutes**

Indiana State University
Faculty Senate 2007-08

**Time:** 3:15 p.m.
**Place:** HMSU, Room 227
**Present:** Chair V. Sheets, Vice Chair A. Halpern, Secretary Sister A. M. Anderson J. Fine, J. Hughes, M. Miller, S. Pontius, T. Sawyer, D. Worley
**Ex-Officio:** J. Maynard
**Guests:** J. McNabb, E. Robins, S. Powers, G. Minty

1. **Agenda reordered by consensus.**

VSA (Voluntary System of Accountability) Information Item to be presented by K. Schmid was moved to February 5th.

1. **AAC Discussion Item**
Brief discussion of AAC’s Academic Calendar recommendation: Wednesday could be a “dead day” during finals week rather than having a study week at the end of the semester. Concerns were expressed over conflicting tests, getting grades turned in, and graduation. Discussion tabled to gain greater clarity from G. Minty.
2. **J. McNabb, chair of the Committee for Procedures of Prior Learning**, was invited to the table by consensus to discuss the process of creating a Policy for Prior Learning Assessment by Portfolio.
	1. The ad hoc committee is formed of roughly 2 people from each college, plus E. Robins, and J. McNabb. All colleges have been invited to participate.
	2. Questions were asked and answered about credits given for life experience, the inconsistency of credits given, standardization of assessment, reduced tuition, and fees to be charged for faculty time spent on assessment of portfolios.
	3. Recommendations of groups who could offer assistance:
		1. Each college council should see the policy to give input.
		2. CAAC should give developmental input in the drafting phase. The policy proposal would return to CAAC for approval.
	4. E. Robins joined the discussion – Prior learning assessment by portfolio is common in colleges geared toward adult students. The logic is that if CLEP (College Level Exam Program) tests are acceptable, why not portfolios? If departmental exams are OK, why not portfolios? The secret to the success of this would be to do it well and not haphazardly, using a careful process and evaluation.
	5. J. Maynard pointed out that this is currently being done, most typically in Technology. J. McNabb said there are three programs which give 28 hours of credit for life experience. This policy would standardize the process university wide.
	6. Additional recommendation – take the draft to UAAC to make them aware.
	7. A student may need to have 12 credit hours at ISU and a writing course before having a portfolio review. Perhaps there could be a portfolio course. They will have to be enrolled at ISU and paying tuition first.
3. **Old Business**
	1. S. Powers was invited to the table, by consensus, to discuss the *Library Media – Additional License proposal.* (Miller/Fine) This program allows the state to add a library media content area to an existing license. The university does not confer the license. The state issues the license after the university gives notice that the student has met the standard for licensing individuals in this content area. Question called (Miller) Passed 9-0-0 Old Business tabled by consensus.
4. **AAC Discussion Item** – G. Minty was invited to the table to discuss AAC’s examination of “Intersession” and “Dead Week.” The AAC investigation of a possible winter intersession identified an earlier investigation of the issue by Cathy Baker. AAC considers there are academic advantages to the winter intersession. These include greater interest in study abroad programs, community service opportunities, making up course deficiencies, improvements in timely graduation, and a reduction in the number of students taking overloads. There are no clear administrative barriers to a winter intersession. However, it is recognized that the administration would need to perform a detailed analysis of the financial impact. This analysis could identify financial impediments or even barriers to the recommendation. AAC, seeing academic advantages and no clear administrative disadvantages, preliminarily recommends a January intersession. “Dead Week” lacks clarity in what it is. AAC believes there may be an alternative. A suggested change is to have the Wednesday of exam week free of exams to provide students with a study day, while eliminating the restrictions on the final week of classes that are currently in place. This creates a need for students to remain in the dorms longer and could add to the expense of meals. One Wednesday exam block would go to Monday. A second would go to Friday. This would leave Wednesday open for a study break during exam week. Discussion followed on the value, or lack of value, of Dead Week. It was noted that final recommendations may need to be discussed with SGA after FAC and SAC offer their input.

Further discussion related to concerns about academic challenge, about Dead Week rules not being clear and/or not followed, and about how to enforce Dead Week.

Motion to accept the report (Pontius/Sawyer) 9-0-0
5. **Administrative Report – none**
6. **Chair Report – none**
7. **Old Business (continued)** – Criminal Background Check Policy
The final draft was distributed. Human Resources’ procedures to insure privacy were discussed.
(Sawyer/Worley) Approved 9-0-0
8. **New Business – none**
9. **Approval of Minutes –** (Sawyer/Pontius) Approved as amended 9-0-0
10. **Fifteen Minutes Open Discussion**
	1. Why can’t students stay in the dorms through Sunday after final exams? They are forced to pack to leave during finals week. J. Maynard agreed to look into it. The need to paint and clean was noted. Food expense was also noted. It was suggested that students may be willing to supply their own meals if they could have the extra time to move out.
	2. Problems with book orders at the campus bookstore were collectively noted. Book orders, whether they are faxed, e-mailed, and/or ordered in person, are frequently lost. There are too many book shortages. Students are beginning to shop for books elsewhere. The campus bookstore will no longer accept a parent’s credit card from a student unless the parent is present. This creates difficulties for many students. It was decided that a representative of the bookstore would be invited speak to the issues.
	3. An invitation-only campus conference on sustainability will be held on February 20th. It is initially under the leadership of J. Jensen, Facilities Management. The hope is to start up a group that is as much academic as it is facilities driven. President Benjamin signed a sustainability pledge. A request was made to see the document.
	4. T. Piechocinski, Music, had a major heart attack on campus yesterday. He was taken to Union Hospital for treatment. Sentiments of concern were expressed.
	5. Twenty names are needed for the Graduate Dean Search Committee. They are to come from the Graduate Council, each college, and faculty governance. There needs to be a balance of diversity.
11. **Committee Liaison Reports**
	1. AAC: none
	2. AEC: meeting on Friday
	3. CAAC met today.
		1. They approved a number of proposals, mostly from Technology, most of which will go to publication. V. Sheets presented Psych and Soc proposals.
		2. They took a report from the Gen Ed Council. They are going to be assessing the GE program. Most of it is toward accreditation. They are optimistic that they have formulated a potential program. They want to send it out within a couple of weeks to the campus before starting it through the process. J. Maynard and CAAC concurred that it should be vetted through the campus community. By early next week the first framework should be circulated. There will be no grandfathering of existing courses in order to avoid the situations created in 1989. Implementation is roughly two years out. Discussion followed on possibilities, problems, and other institutions.
	4. FAC met last Wednesday. V. Sheets presented the Criminal Background Check document. There was some question concerning the need for existing faculty to undergo investigation if they were to go to an EAP position.
	5. FEBC will meet Wednesday morning.
	6. GC met with V. Sheets.
	7. SAC: none
	8. URC has not met.

**Meeting adjourned 4:48 PM**