Approved #8

April 30, 2013

INDIANA STATE UNIVERSITY

FACULTY SENATE, 2012-2013

April 18, 2013

3:30pm, HMSU Dede III

**Minutes**

Present: V. Sheets, A. Anderson, C. Ball, K. Bolinger, Stan Buchanan, J. Buffington, J. Conant, B. El Mansour, C. Fischer, E. Glendening, A. Gurovich, E. Hampton, D. Hantzis, M. Haque, M. Harmon, T. Hawkins, N. Hopkins, B. Kilp, J. Kuhlman, E. Lorenzen, M. Miller, A. Morales, C. Olsen, R. Peters, T. Sawyer, B. Yousif

Absent: R. Baker, Scott Buchanan, R. Fairchild, R. Johnson, C. Paterson, E. Strigas, C. Tucker, K. Yousif

Ex officio: President Bradley, Provost Maynard

Deans: G. Youngen (Library), L. Maule (Univ. College), S. Lamb (for SCOB), J. Murray (A&S), J. Gatrell (CGPS), R. Williams (CNHHS), K. Brauchle (Ext. Learning), (B. Sims (COT), C. Tillery (Dean of Students)

Staff Council Representative: No representative

SGA: No representative

Special Purpose Faculty: Michelle (Micki) Morahn

Guests: C. Barton, E. Bermudez, B. Coldren, S. Ghosh, R. Gonser, R. Guell, A. Hay, J. Lawson, J. Liu, D. Malooley, J. Powers, S. Powers, L. Spence, J. Whitehead, M. Whitehead, M. Umphries, R. Umphries, S. Umphries

1. Memorials:

Carolyn Misenheimer

 The Faculty Senate has received notice of the passing of Professor Carolyn Misenheimer, retired Associate Professor in Elementary Education. Professor Misenheimer passed away on March 20, 2013. She retired from ISU in 1993 after 18 ½ years of service.

 *THEREFORE, BE IT RESOLVED that the Faculty Senate of Indiana State University express to her family its sincere sympathy and condolences, and that it further express its appreciation for the service, care, and dedication which she gave to her students, the Department of Elementary Education, and the University.*

Mary S. Gibbs

 The Faculty Senate has received notice of the passing of Mary S. Gibbs, Professor Emerita of Home Economics. Professor Gibbs passed away February 21, 2013. She had worked for ISU for 25 years before her retirement on August 19, 1988.

 *THEREFORE, BE IT RESOLVED that the Faculty Senate of Indiana State University express to her family its sincere sympathy and condolences, and that it further express its appreciation for the service, care, and dedication which she gave to her students, the Department of Home Economics, and the University.*

1. Administrative Reports:

President D. Bradley

* *Thank you everyone for all of your hard work. There was a tremendous amount of effort this year, particularly notable the decision to include instructors into the shared governance structure of the university. Also, the work on affordability and the taskforce reports brought forward. Thank you very much*.
* *The House and Senate have both passed budgets which differ by $700,000. Both give us significantly more money than the governor had proposed. Also, the budget committee had a budget forecast meeting this week. It was somewhat more optimistic about revenue projection than the one they had in December. So, there is no need to go back in and recalculate anything. We expect the Legislature to adjourn sometime next weekend. Then we will have a budget submitted to the governor for his approval. We expect a tremendous amount of pressure to be put upon us to live within the parameters the commission comes up with for tuition increases. We don’t know where that will fall but think it will be significantly less than the 2 ½ % we were thinking a few months ago. Overall, I am relatively optimistic.*
* Trustees will approve the tuition increases and budget at their June meeting.

Provost J. Maynard

* *I share with the president a thank you for all your hard work. It has been a busy year. Your work plus that of the standing committees has been as large of an agenda as I have seen in several years here. Although we do sometimes differ, I respect the commitment and effort you put into this work. Thank you.*
1. Chair Report:

V.Sheets

* *Welcome all. I appreciate your attendance. As you know, governance is a lot of work, and I cannot state enough how much I appreciate everyone’s being here. I’m pleased that we’ve made a quorum at every meeting this year.*

*I would have liked to avoid it, but as you know, we have scheduled one additional meeting April 30th. The agenda for that should not be long, but is important to bring our advice on the new University College forward and our work for the year to close. Please pan to make it.*

*As you all know, the Faculty Awards Banquet is next week where we celebrate the achievements of our faculty as well as the accomplishments of Senate. I hope to see everyone there. However, I would like to take this opportunity as well to thank everyone involved in governance this – not just the Senate—but also those serving on the standing committees (and especially those Senators serving dually on Senate and on the committees). Successful governance is indeed a collective endeavor.*

*I have heard that some think their efforts on committees are wasted, especially if their idea or proposal is not immediately forwarded and approved by the Senate. I truly hope that no one feels that way.*

*I frequently tell my students that you can learn as much or more from a failed experiment than from one that’s immediately successful. Making a solid case for change (or in some cases, a case for no-change at all) takes time, and initial efforts are not always about the outcome, but about gathering the right information(including faculty opinions) that can be the basis for a larger discussion. Whether a committee’s work is passed on through the Senate is NOT a gauge that represents the value of your efforts. Again, thank you for everything you do.*

*As you know, next year’s Officer elections have been held. They include: Steven Lamb, Chair; Christine MacDonald, Vice-Chair; and Robert Guell, Secretary. I congratulate all and wish for them a highly successful year.*

1. Staff Council Report: No report.
2. SGA Report: No report.
3. Special Purpose Advocate Report

*I would like to commend Dean Murray of the College of Arts and Sciences for offering recognition to temporary faculty in the form of the creativity award. It is certainly gratifying to know there is tangible recognition of the contribution that temporary faculty make to the university. If other colleges do not do so already, I would encourage them to consider ways to honor those who are not eligible for recognition from the university’s Dreiser or Caleb Mills awards. Temporary faculty can play an important role in enhancing the reputation of ISU and should receive recognition when they do so. Thank you, Dean Murray.*

1. 15 Minute Open Discussion
* *We heard from our special purpose advocate earlier in the year the fact that they did not get a pay increase. I am wondering if now that some of them have voting rights, can they also get pay increases too? Can’t they be folded into the system by which we do pay increases?*
	+ Provost’s response-*Instructors are appointed on multi-year contracts, and our lecturers are appointed on annual contracts or less. Lecturers’ contracts are negotiated at the time they are appointed. On our multi-year faculty, the year they are appointed, they get a contract and that first year, like all new faculty, are not eligible for a pay raise that first year. They do receive years two and three, if it is a 3-year contract, the same adjustment as all other regular faculty receive. We had some issues as we were getting into the reappointment of multi-year faculty and that conversion we had to work our way through. The plan is very clear that those instructors on multi-year contracts performance being evaluated like everybody else will be eligible for those raises.*
* *I would like the record to show by these remarks that Faculty Senate recognizes that this is National Library Week, which runs from April 14-20, 2013. Look for our Library Consortium of Vigo County billboard on 3rd Street. The American Library Association’s State of America’s Libraries for 2013 report was uploaded Monday, and as usual notes several items related to academic libraries, including*
	+ ***A Higher Education Research Institute*** *survey of incoming first-year college students in the fall of 2011:*
	+ ***60% do not evaluate the quality or reliability of information,***
	+ ***75% do not know how to find research articles and resources,***
	+ ***and 44% do not know how to integrate knowledge from different sources.***
	+ *And from a* ***Project Information Literacy*** *research report:* ***employers*** *are less than satisfied with the* ***information-seeking behavior of today’s college graduates.*** *Unlike college, a sense of urgency often pervades the workplace, where personal contacts often reap more useful results than online searches. Employers are dissatisfied with graduates who settle for finding answers quickly online rather than using both online and traditional methods to conduct* ***comprehensive*** *research.*
	+ *Please consider consulting with your library subject liaisons as you work on your research/writing assignments and projects for the next academic year! We can refresh & update and collaborate on your instructional design, create library research guides, plan online support for distance learners and so much more it just makes me crazy when people don’t find out the incredible things we can do because they don’t check with their librarians!*
	+ *Faculty Governance Leadership Development: As we have just finished elections for the 2013-2014 Senate Exec I would like to urge said members to give some thought to a formal process for encouraging newer faculty to become involved in faculty governance, especially but not only Faculty* *Senate. We need to grow new leaders and we need to do it now. Perhaps something as simple as an informational meeting prior to each year’s election season to talk about the ‘real’ way faculty governance works, discuss senate committees, etc.*
	+ Question was raised concerning comments at the EC 4-2-13 meeting regarding the biennial review and the possibility of moving the process back by one month, including pay raises. Is the review going to be moved back one month?
		- Response-*The EC officers did speak with Provost Maynard. The expression was made that the administration would be willing to do that. The plan going ahead is that we should all try for September 1. If the process seems to take longer, then next year’s executive officers would go to Provost Williams and ask the question.*
		- Comment-*I thought it was the consensus of exec that the more time the better. That three weeks into the semester if we could do it without affecting the pay raise, that was what we were going to investigate. That seems to have changed.*
			* Comment-*If senate wishes to express that that is what they prefer, we have been told they will adjust, but they will not retroactively adjust the pay for that month.*
		- Comment-*I am going to express a minority viewpoint, I would hope that you don’t push the deadline back because I know from people I know in my department and some other departments, they aren’t going to get serious about it until they are up against the deadline.*
		- Comment-*Our department has been on-track and are at the point of approving our evaluation criteria. But, we for example, haven’t seen the College of Arts and Sciences guidelines, and I don’t think they have been approved. So, we aren’t going to know the College of Arts and Sciences guidelines until we come back even if we have our departmental guidelines in place.*
		- Comment-*I am more than happy to make a motion that it be the will of the senate to delay this for a month if we feel that is what we want when we come back in the fall. If we want more time, we should make that decision now instead of waiting until August.*
			* Comment-*If someone wants to make a motion when we get into business items, it is the purview of the senate.*
1. Informational Items
2. Scholarship Winners-James Buffington presenting

First of all, I’d like to thank the scholarship committee, chaired by Swapan Ghosh with able assistance from Azizi Arrington-Bey and John Liu. I would also like to thank the faculty, particularly members of this body—donations in 2012 to this fund, I believe, reached an all-time high. This year, we had 69 applications, the second highest total in this, the tenth year of awarding Faculty Scholarships. As usual, there were many deserving applicants. It was a tough job, but the Committee has selected two very deserving winners.

It is my pleasure to introduce to you the winners of this year’s Faculty Scholarships. In spite of the tough economy, we decided to award two scholarships for the second year in a row.

Our first recipient, Sara Umphries, is a sophomore Elementary Education Major from West Terre Haute. Sara has been involved in the Wabash Valley Susan G. Komen For The Cure since 2008, and is currently co-chair of the I Am The Cure portion of the race. Sara is also the community service chairperson for Pickerel Hall, organizing volunteer programs and opportunities for the residents. In August she began working in the toddler room of the ISU Early Childhood Education Center. Sara plans to work toward a Doctorate in a specialized area of early education.

One of her English professors notes that Sara’s writing “not only exceeded the expectations of the assignment, but more important demonstrated her admirable talent and great potential.” Another writes that in addition to her academic excellence, “Ms. Umphries’ strength of character to engage difficult material outside her areas of primary comfort and her clear commitment to education (as a student and prospective teacher) represent her best qualities as a Faculty Scholarship student.”

Morgan Whitehead is a sophomore Speech-Language Pathology Major from Washington, Indiana. Morgan is a member of the Alpha Lambda Delta Honor Society, which meets monthly to do community projects and improve the quality of life on campus. Morgan attends weekly meetings of Campus Outreach and is also President of Dance Marathon Committee, which raises money for the Riley Childrens’ Hospital. She volunteers at Bethel Mall: a back-to-school program for underprivileged children, as well as volunteers for Kairos, a Women’s Prison Ministry. She is co-creator of International Justice Mission of ISU, which raises awareness and money to stop human slavery.

One of her references writes that Morgan has been an asset to the Blumberg Center for Interdisciplinary Studies in Special Education since the fall of 2011. She has participated in many Blumberg Center activities during her time at ISU, including joining Center staff for events such as Family Learning Weekends and trainings, working in the Center, and collaborating with others on campus to support disability awareness spending at least fifty contact hours during the semester. Morgan often comes in on days when she is not scheduled to volunteer.

One of her professors notes that Morgan “is using her skills to volunteer as a tutor at Ryves Hall, to raise money for Riley Children’s Hospital, and for professional preparation in the National Student Speech-Language Hearing Association (NSSHLA). Morgan has lived her life as an active participant in all endeavors and as a role model to others. She leads by example, not self-promotion.”

1. Executive Committee Selection-the following senators have been elected to serve on the Executive Committee for 2013-2014: A. Anderson, T. Hawkins, B. Kilp, C. Olsen, V. Sheets, and K. Yousif. J. Conant and C. Paterson will serve as alternates.
2. Business Items
3. Approval of the Senate minutes from 3-21-13 [file 0]

**MOTION TO APPROVE** the Senate minutes from 3-21-13 with two corrections: Business item J.-UDIE Requirement Change and under 15 Minute Open Discussion, the first bullet point, *AUP* should be *AAUP* (D. Hantzis/N. Hopkins; Vote: 22-0-4)

1. Provisional Retirement Plan
* The plan has been named the “Ten-Year Retirement Plan”. C. Barton explained this plan is for employees who choose to retire from ISU and wish to be designated as a “retiree” not as a “voluntary separation”. Currently, if someone retires with less than 20 years of service and at minimum age 62, they are not eligible for any benefits.

 **Eligible Employees:**

* + Includes benefit eligible employees. (does not include temporary employees)
	+ Must be age 62 or older by the time of retirement.
	+ Must have 10 or more years of consecutive benefits-eligible service by the retirement date.

 **Benefits for Eligible Employees:**

* Retiree Title – Emeritus/Emerita Faculty title only in accordance with University Policy.
* Continued Use of Student Recreation Center for the employee (spouse must pay the regular rates for the SRC membership)
* Lifetime hangtag for on campus surface lot parking at no charge (does not include garage tag)
* Continue use of the University Library as a retiree (check with the Library for details)
* Continued use of ISU email address.
* Phased Retirement if applied for and approved by the Director/Dean/Vice President. Phased retirement must be negotiated prior to requesting Ten-Year Retirement.
* Opportunity to Convert life insurance or Port/Convert Voluntary Life Insurance if done within 31 days of the retirement date. (employee must be enrolled in these plans at the time of retirement to participate)
* COBRA coverage will be offered to retiring individuals if applicable. The retiree must pay 102% of the total health coverage rate. ISU will not subsidize this rate.
* Retiring employee may buy into the University’s Retiree Medicare Supplement Plan.

 The retiring employee must:

* + be enrolled in the ISU Health Coverage at the time of retirement
	+ be 63 ½ or older to use COBRA to age 65 to enroll in the ISU Medicare Supplement
	+ be age 65 or older at the time of retirement to enroll in the ISU Medicare Supplement
	+ enroll in both Parts A and B of Medicare to be effective on the first of the month following retirement.
	+ pay 100% of the cost of the plan (ISU will not subsidize this rate)

 **Benefits do Not Include:**

* Dental coverage
* Dependent Child, Employee or Spouse Fee Waiver

Ver. 4/17/2013

* Question*-I have colleagues that could take advantage of this but still have dependent children. Can they buy-into this for health coverage?*
	+ Response-*They could use COBRA.*

**MOTION TO APPROVE** the Ten-Year Retirement Plan (A. Anderson/M. Harmon; Vote: 26-0-0)

1. Graduate Program Review [file 1]

R. Gonser explained that an ad hoc committee was formed in response to a senate charge to develop a graduate program review procedure. Input from faculty, chairs, deans was incorporated into the document. Dean Gatrell explained that one object was to not make more work for the faculty.

* Comment-*One thing I think is glaringly not here is anything where you address whether the resources available for a program are going to be sufficient to keep up its current strength*. Some programs are only hanging on because faculty are willing to teach overloads. It was stated that this isn’t a sustainable way of keeping a program.
	+ Response-*Under 3.0, Steps and General Timeline, under Programs with Identified Areas of Concern, secondary program reviews can be initiated if there are concerns about a program.*
* Provost comment-*You can’t run from the question about degree productivity. You have to face it head on and have that discussion and say, “Yes, in light of all this it is still valuable to keep that program or no, it is not.” If you don’t deal with it, there are always people in the corner saying, “Why did they keep that program when they didn’t keep mine?”*

**MOTION TO APPROVE** the Graduate Program Review [the word “viability” in the first sentence was changed to “sustainability” by consensus] (A. Anderson/A. Gurovich; Vote: 25-0-0)

1. Academic Calendar [file 2]

The biggest difference in this calendar compared to previous calendars is the change to one, 10-week summer session. This gives better separation between the end of spring semester and summer and a better cushion between fall and spring.

* Comment-*I see a lot of reasons for keeping the 3-week May session. This works well for students with children still in school, students who have apartment leases ending the end of May, students that want a full-time summer job.*
* *Comment-We can’t build in a cushion between spring and summer and keep 13 weeks of summer unless we start cutting breaks.*
* Comment-*Would it be possible to consider a 3-week January term?*
* Comment-*We are trying to build in a lot of flexibility. Within that 10 weeks, you could have 3-week terms, 5-week terms, 8-week terms, whatever made since in terms of course content. What about a 12-week term starting in May?*
* Comment-*Right now, people are starting and ending their summer classes in 32 different ways.*
* Comment-*Are we mandated on each semester being 16 weeks?*
	+ Response-*We are designated as a 16-week school. We might be able to look at this in the future. It has to do with financial aid.*
* Comment-*We used to start the fall semester on a Wednesday. We moved it back to Tuesday so we could have the entire week of Thanksgiving off. Now, we are moving back to Wednesday for fall and Tuesday for spring. Is there any rationale for this or are we doing this at random?*
	+ Response-*The spirit of that is that we would have more opportunity to work with our students to orientation, speak to concerns of academic probation, things we haven’t had time to do. That is the principle behind it.*
	+ Response-*I need that day to work with the students in class.*
	+ Response-*I am saying we need more time to help get students acclimated to the campus.*

**MOTION TO APPROVE** the Academic Calendar (; Vote: )

**MOTION TO DELAY** (M. Harmon/N. Hopkins; Vote: 23-2-0)

1. Course Repeat Policy [file 3]

**MOTION TO BRING TO THE TABLE** (M. Harmon/N. Hopkins; Vote: 25-0-0)

* Modified Course Repeat Policy: Students may choose to repeat any course for grade improvement. Courses that can be repeated for credit are not included in this policy. Only the higher grade received for the course, taken at Indiana State University, will be included in the computation of the cumulative GPA. The initial grade(s) and the repeat grade(s) will appear on the student’s record. Only courses taken at Indiana State University are eligible for course repeat. An exception can be granted by the Dean of the relevant college on a case by case basis.
* Comment-*You are going to allow people to repeat any course as many times as they want. The wording needs changed in the document from “higher” to “highest”.*

**MOTION TO APPROVE** the current Course Repeat Policy presented with wording change (T. Harmon/J. Kuhlman; Vote: 25-5-0)

1. Terms of Service Policy [files 4 and 5]

FAC holds fast to a four consecutive year service limit regardless of how the senator came to be on senate; by election, as an alternate, etc.

* Comment-*I would like to speak against this because my first two years I served on this body, I actually served as an alternate. It was after two elections that the faculty in Arts and Sciences decided they did want me on this body. It was only after seeing how I served them that they wanted me on this body. While, as an alternate, I did participate in the debates and the votes, I was not allowed to go to the very first meeting and vote for the officers of the senate and who was going to be on the executive committee. I did not have that option. Serving as an alternate actually isn’t the same as serving as a senator.*
	+ Response-*That all has to do with when an alternate is appointed to serve.*

**MOTION TO APPROVE** the resolution from FAC regarding the length of service as a Senator to four consecutive years (D. Hantzis/M. Harmon; Vote: 23-1-0)

1. Administrative Structure Taskforce Report & Faculty Recommendations (modified by EC) [files 6 and 7]
* The president first raised this concern about the number of faculty making up a department. He suggested the minimum number would be 22. CAAC rapidly moved away from the concept of a number to that which constituted a viable department. A viable department can do its tasks, has a viable mission, adds value to the university, and has a reasonable level of collegiality. Currently, if the president and provost want to get rid of a department, they can bring that forward to the Board of Trustees. CAAC tried to make sure if the dean, provost or president felt they had good reason to terminate a department, they would need to go through all governance processes.

**MOTION TO APPROVE** the Administrative Structure Taskforce Report and Faculty Recommendations through CAAC (Modified by EC) (T. Hawkins/J. Kuhlman; Vote: 22-0-2)

1. Baccalaureate Taskforce Report & Faculty Recommendations (pending CAAC/EC approval) [files 8 and 9]
* CAAC initially changed the taskforce document emphasis to time of completion-more than six semesters to complete program. CAAC felt that would be the trigger to call for a review. That motion was taken to EC and largely rejected. They argued for the trigger to be 72 or more hours. If a program has 72 or more hours, or takes seven or more semesters to complete, those are automatic triggers. Arguments as to why some programs simply require more than 72 hours were incorporated into this document. Those reasons must be considered for a possible exception. When looking at the 10 majors with the highest enrollment, seven of those had more than 72 hours in their major.
	+ Comment-*The major I teach in requires 39 credit hours in the major. That is assuming the students come in with the appropriate background. If they don’t, they cannot complete the major in six semesters because of the sequencing of the courses. Secondly, I think the whole idea that we have to revisit the number of hours in a major, I am offended by that because every time one of these majors has come before this body for a modification, new major, or whatever, we always question the number of hours. I am assuming that the deans have done their due diligence. I am assuming everyone has done their due diligence. So, why are we revisiting this?*
		- Response-*I think part of this is driven by the state metrics.*
	+ Comment-*I have been objecting to long-credit majors for 20 years. This is an extraordinarily complicated question. Many long majors are long because there is a long list of learning outcomes. The president is correct that the knee jerk reaction of some faculty is to create another 3-hr course. CAAC has been very reluctant to say, “Do you really need 3 hours to meet these learning objective outcomes? Could you do it in 2? Could it be added to another course to make it 4?” This proposal sets two triggers-time to completion and hours. We need to stop and reconsider very long programs and look at how they came about. Then we need to look at these long programs and see if they can be shortened.*
	+ Comment-*Some of these long hour majors are that way because of the quality of the students they are dealing with. There is no way around this unless we start raising our entrance requirements again.*

**MOTION TO APPROVE** the Baccalaureate Taskforce Report & Faculty Recommendations through CAAC (J. Kuhlman/R. Peters; Vote: 21-2-0)

1. Standing Committee Reports … annual reports need to be submitted by May 15th.
2. Adjournment

**MOTION TO ADJOURN** (A. Anderson/J. Kuhlman ; Vote: 23-0-0) Time: 5:19