#5

INDIANA STATE UNIVERSITY

FACULTY SENATE, 2019-2020

EXECUTIVE COMMITTEE

October 1, 2019

3:30pm, HMSU 227

Members present: S. Arvin, M. Chambers, K. Games, R. Guell, S. Kopaczewski, C. MacDonald, R. Peters, s. Phillips, V. Sheets

EX-Officio Present: President D. Curtis; Provost M. Licari

Guest: W. Ko, M. McInerney

1. Administrative Reports:
	1. President D. Curtis
		1. It will be a busy couple of weeks as the next two weeks have a lot going on. I hope that everyone will join me tomorrow at 3 P.M. in Tilson Auditorium for the Fall Address. The presentation will be record and streamed.
		2. With homecoming just around the corner and all of the changes that have been made to it has made this a busy start to the year. I want to say thank you to all of the faculty for working with your colleges both on campus and at the stadium with the newly rethought tent city. We really want to make this a new chapter and help resolve some of the past challenges. Looking forward to a fun time with everyone. I am also looking forward to having the Alumni return. Our football team is doing well since the Executive Committee got them straightened out. I will also be participating on Sunday with students to clean up Wabash Ave. We want to leave the city as we found it.
		3. Several board meetings will be happening in conjunction with homecoming week. We will be having our tri-board meeting which is comprised of the Trustee, Alumni, and Foundation boards so that the boards can get on the same page about different topics. We will also be discussing philanthropy with three groups and how it pertains to Indiana States future.
	2. Provost M. Licari
		1. There are couple of items on my list. First I want to remind everyone about the Esko Corporation gift to our Packing Engineering Technology program. It’s not every day that $1.2 million worth of software and educational resources get donated. This will allow for our faculty and students to have access to cutting edge technology for that field of study that is used in ninety percent of the industry. It very important for our students to have access to this technology so it is a wonderful gift.
		2. The ABAT accreditation team was visiting campus. The visit started Sunday and wrapped up today (October 1, 2019). They were looking at several of the technology programs. From all indications the reviews of those programs look good but we will have to wait and see what the final report says. This was no small effort from our faculty as the report is over 750 pages. The ABAT team had wonderful interactions with the faculty and students from the College of Technology.
		3. The Higher Learning Commission Steering Committee meet last week. This was just a check in to see where we stand before the Higher Learning Commission visit. We have some gaps that need to be filled in but we know what those are and how to fill them. The progress we are making with this is good and the report should be ready before it is due at the end of the academic year.
		4. The College of Business Dean search launched last week with the formal charge that I gave the committee. The search committee is underway starting with the developing the position announcement. Part of that development is surveying the College of Business.
		5. Last week Commissioner Roberts from the Indiana Commission of Higher Education visited. I, Dr. Curtis, Greg Goode, Diann Mckee, and Teresa Exline sat down with the Commissioner and her team to discuss how our efforts on campus are aligning with commission and where it is going in terms of strategic planning. This was a very positive meeting.
		6. I look forward to seeing everyone tomorrow afternoon at the Fall Address.

1. Chair Report: C. MacDonald
	1. Today we have a couple of curriculum items to deal with: the accelerated Dietetic program and the Merchandising Major. After that, we have to put together a list of nominees for the Faculty Award Committees. As we will discuss when we get to that item, there is some lack of clarity about how many nominees are provided by us for some of these. This has led to the additional proposed charge for FAC.
	2. And as the President said, please plan to attend the President’s Fall Address tomorrow and encourage your faculty and staff to attend. You will get to hear from all of the governance units, as well as the President.
2. Approval of September 17, 2019 Minutes File #1

Motion to approve as amended (M. Chambers, S. Kopaczewski): 9-0-0

* 1. C. MacDonald: R. Guell, V. Sheets and I have sent some minor edits.
	2. R. Guell: I am asking for this insertion to be placed in the 5e section of the minutes as it clarifies my statement and adds M. Larci’s agreement to B. Butwin.

1. Fifteen Minute Open Discussion
	1. Parking
		1. C. MacDonald: I have a report about parking around the CHHS building, difficulties with remote parking, and so on. This was originally sent FEBC but it didn’t seem like the appropriate place. It seems like this report should go to the University Parking and Traffic Committee. How do we get it there?
		2. M. Licari: I will send it them.
	2. Software updates in classroom
		1. R. Guell: This is something to forward on to L. Spence-Bunnett. One of the things that is happening is the computers in the classrooms repeatedly giving need to update software message causing distractions during class.
		2. M. Licari: I will pass this on.
	3. Multi-level authentication
		1. S. Phillips: The multi-level authentication is a hassle as it forces me to bring my phone to the classroom.
		2. M. Licari: We are working on that so that the system recognizes campus based networks.
2. GC/CAAC Item: Accelerated Dietetics Program [https://indstate.curriculog.com/proposal:3321/form](https://indstate.curriculog.com/proposal%3A3321/form)

Motion to approve program (V. Sheets, M. Chambers): 9-0-0

* 1. R. Guell: Before we get started. M. Licari could you ask Susan Powers if she could add accelerated programs the curriculum and not just have undergrad or graduate choices since this has both.
	2. M. Licari: I can talk to her about the accelerated programs having both.
	3. M. McInerney: I am passing out the flow chart to show how this program is set up. Dietetics education is changing. Starting in the 2024 it will be required that a person will have to have a Master’s Degree to become a registered dietitian. The way the program is currently setup students would have to attend school for six years to get their Master’s degree. What we would like to do is get rid of that undergrad degree and do an accelerated 4+1 degree. We would be the only program in the state to do that. This program would be cost effective for students and be a good recruitment process. We still have the graduate program and will have to figure out what just taking that will look like. In addition to this our accrediting body has released accreditation standards for Master’s Dietetics Programs. There are over five hundred programs in the country and they only chose sixty to demonstration programs. Our program was one of those that was chosen. So are we not only leading the way in the state but also nationally as well.
	4. M. McInerney: The way we envision this is that students will come in the freshman year and declare the major. We will be mimicking what nursing does. Because we are doing the 4+1 students will graduate with a nutrition degree but that won’t be an option for them to select alone. At the end of their sophomore year students will apply for the dietetics program. Currently we accept sixteen students into the program. We are asking that it be bumped up to twenty. If they are not accepted into the program we have created a nutrition and wellness degree so that it would give them an out so that they can still graduate on time. The Nutrition and Wellness program was designed for students that don’t want to pursue the dietitian registration program.
		1. R. Guell: That escape hatch isn’t built into this program right now is it?
		2. M. McInerney: It is part of this yes. They are separate programs. There are three separate programs which are accelerated dietetics, wellness and nutrition, and nutrition. They all went through separately.
		3. R. Guell: They all went through separately?
		4. M. McInerney: They were three different proposals.
		5. C. MacDonald: We are only dealing with accelerated dietetics. The other two programs will exist.
		6. R. Guell: If that escape route doesn’t yet exist should we procedurally pass this if the other programs don’t exist or should we pass them as a package?
		7. M. McInerney: At this time the student will go to Applied Health Sciences so an escape is still currently available.
		8. M. Licari: So if the other programs don’t get approved there is still an escape plan?
		9. M. McInerney: Yes
		10. R. Guell: Where are the new programs in the curricular process?
		11. M. Licari: They have passed CAAC and are effectively paired. Susan Powers is just waiting on the Accelerated program to be passed.
		12. R.Guell: So they will be paired before this comes to a board vote in December?
		13. M. Licari: Yes.
	5. M. McInerney: So when they start the program their junior year they will apply to the college of professional and graduate studies and they will have the 96 hours required to do that. If they are not admitted then they can jump over to the nutrition degree. They start their senior year being enrolled in the nine hours of 500 level course and six hours in the 600 level. At one hundred and twenty hours they will be awarded the BS in Nutrition and Wellness.
		1. R. Guell: Is it required that they start on this program from day one or could they have found themselves in the correct classes and want to be included in this program by the start of their second semester?
		2. M. McInerney: This would be the latest because of the chemistry classes.
		3. M. Licari: Through welcome to ISU, advising, and the first half of their freshman year if they didn’t arrive on this path they could get there. Another item in support of this is with dietetics requiring a master’s most people wanting to go into that field will know as soon as they start classes.
		4. R. Guell: I was in a five year graduate program that could be start in junior year by taking summer courses and duel credit courses. Do we as an institution want to think about offering those kind of courses?
		5. M. Licari: Where the programs are flexible enough. We do have some that aren’t quit a rigid and could do this. If we could show really good students the path towards a master’s degree in their field in a faster pace.
		6. R. Guell: It seems to me the only way to save traditional graduate programs is to have them be appendages of the undergrad program and not to have to have them recruited so that students have to come back.
		7. M. Licari: There are some that are more professional degrees but there are some that would mesh well with the 4+1 style.
		8. R. Guell: I have talked about this on more than one occasion and there have been institutional impediments in getting this done. This might be something that GC gets charged with. They can review those impediments and remove as many as possible.
		9. M. Licari: That would be helpful. That way we can look at how to go forward at looking at this. I think that are a number of opportunities to move forward with accelerated masters programs.
1. CAAC Item: Merchandising Minor [https://indstate.curriculog.com/proposal:3394/form](https://indstate.curriculog.com/proposal%3A3394/form)

Motion to approve minor (S. Phillips, S. Kopaczewski): 9-0-0

* 1. C. MacDonald: This is the Merchandising Minor for non-textiles apparel. This is for people who are interested in fashion and merchandising but don’t want to do a whole major in it.
	2. W. Ko: At the CAAC meeting we discussed only approving minors that have face to face courses already. CAAC also as advised them that they have noticed that students will have minors that are the same as their major.
		1. R. Guell: So is there a way to prevent this in the system?
		2. S. Phillips: There isn’t at the moment. It is all handled through advising. During our next meeting there we will discussing creating a policy to handle this.
		3. R. Guell: There needs to be both a mechanism in the system that flags this or prevents it along with the policy. There could also be cases where a student changes their minor to a major and it doesn’t drop. Then the students through no fault of their own wind up on that path of have a major and minor is the same field.
		4. S. Phillips: CAAC agreed with that.
		5. V. Sheets: Physic has hundreds of majors and I haven’t seen that happen. So, somewhere as an institution we seem to be catching it.
		6. M. Licari: We need to ask the associate deans what kind of mechanisms they are using to catch this.
		7. S. Kopaczewski: Wasn’t it stated somewhere that it could be coded so that students couldn’t sign up for a minor if that is there major. I wonder if the opposite could the same?
		8. V. Sheet: Somewhere on the form they have to state what they want their major to be.
		9. R. Guell: I just want to verify that the twenty one hours are honest hours and that there aren’t any hidden prerequisites?
		10. M. Licari: Yes it is twenty one true hours.
		11. M. Chambers: Is there any demand for this minor?
		12. S. Phillips: She didn’t say but from our conversation it seems as if she mainly teaches online.
		13. R. Guell: From our perspective if no fewer or less classes are going to be taught it creates an avenue for the few students that want to pursue this minor take the classes.
1. Nominees for Faculty Award Committees File #2
	1. C. MacDonald: The Caleb Mills Distinguished Teaching Award committee policy 380.1 states the following:

**380.1.3.1  Committee.**  This committee is to be composed of six (6) tenured or senior instructor full-time faculty members, including some past recipients of the award.

**380.1.3.2  Representation**.  All of the colleges (with faculty) and the ranks of senior instructor, associate professor and professor shall be represented.

**380.1.3.3  Students Represented.**Five (5) outstanding students also serve: two (2) graduates and three (3) undergraduates.

**380.1.3.4  Eligibility.**  Committee members may not submit nominations nor be eligible for the award during their years of service on the committee.  Members are appointed to staggered two-year terms.

* 1. C. MacDonald: It doesn’t state anywhere how we are supposed to do the nominations. I have talked to T. Hawkins and P. Anderson about what happened last year and they both told me slightly different things.
		1. V. Sheets: I know what happened last year. What has happened historically is that members serve on two year staggered terms for the Caleb Mills and the Distinguished Service awards but not the Theodore Dreiser award. We have done this since I started the process. We have not given more nominees then what has been needed.
		2. C. MacDonald: We have charged FAC with giving us a nominees.
		3. V. Sheets: What Fac gave us will be more than enough as some seats are still filled as they are held by people in their two year rotation.
		4. C. MacDonald: What is not clear that FAC is the only pathway for nominees! As you noted the Dreiser award is different as it calls for membership from the standing committees and the faculty senate. Pam said that she wanted two per college for the Dresier award.
		5. V. Sheets: Historically there have been College that don’t volunteer and the chair has to go out and recruit or draw names. FAC has decided that they shouldn’t have to do that.
		6. C. MacDonald: I agree. These are the people that met the criteria. I removed the volunteers that volunteered for committees that didn’t met the criteria so this is the sum total of all volunteers. If FAC has nominees we would like to include them before we forward this list. Does FAC have a nominee for this committee?
		7. V. Sheets: They said this list is what they are sending forward.
		8. C. MacDonald: These didn’t come from FAC. These came from the survey.
		9. V. Sheets: So they didn’t send you anything?
		10. C. MacDonald: No they have not sent me anything.
		11. R. Guell: Is this something that can be tabled until next week?
		12. C. MacDonald: These are committees that don’t normally start until December. We need twelve for the Dreiser Award. That would be two from each college and the library. We are also waiting on volunteers from GC and URC.
		13. S. Arvin: Rolland McGiverin and Stephen Patton have volunteered to be on a committee. Cinda May is no longer with the University.
		14. C. MacDonald: We specifically need representation from both the College of Education and College of Business. For Dreiser it is explicit in Policy Library that there has to be two from every college.
		15. R. Guell: FAC needs to look at all three policies.
		16. C Macdonald: So this is the mess that we have. None of them are clear on how to create a nominee with the exception of the Dreiser award. It has to have twelve nominees approved by the senate.
		17. V. Sheets: On a positive note we have three people from each of those committees rolling over. We just need volunteers from three of the colleges. Are we sending this back to FAC with the new charge?
		18. C. MacDonald: Sending which to FAC?
		19. V. Sheets: This list. What is our purpose here? I thought this was FAC’s permanent charge?
		20. C. MacDonald: I will be happy to send this back to FAC. I will look at what we did charge them with and expand the comments to have them come up with some suitable number of nominees including the twelve for the Dreiser.
		21. S. Arvin: Do the committees start to meeting December or January? I ask because Edith Campbell is on sabbatical until January and she might turn down a nomination.
		22. C. MacDonald: Yes.
		23. R. Guell: I don’t believe they have much do until late January or early February.
		24. C. MacDonald: For those of you that left the room we just decided to send these to FAC and let them make the nominees list.

1. Additional Charge for Standing Committee File #3

Approval of Additional charge for FAC (V. Sheets, M. Chambers): 9-0-0

Review and Revise 380 Faculty Awards for clarity in terms of how memberships of award committees are determined and how many nominees are forwarded via the Faculty Senate for each.

1. Liaison Reports:
	1. AAC - Requests time to present last year’s staffing report. They met last week to discuss what changes they will be making to this presentation. I recommended that they would want to return to describe their analyses from last year as they presented in an April meeting and it didn’t get the treatment it deserved. Executive Committee was busy with additional items at that time of year. The report shows a significant change in dollars spent in faculty vs. non-faculty jobs and has shifted backwards towards 2008-2009 numbers. All of the progress that had been made towards faculty has been lost in terms of the ratio. I have asked them to do this year’s report prior to spring break.

C. MacDonald: Thank you I will reach out to them.

* 1. AEC - M. Hutchins – Vice Chair; N. Nichols-Pethick
	2. CAAC – Met Tuesday on the 24th and reviewed 2 proposals. Had an extended discussion on the awarding of an automatic minor. We will be adding that to the next agenda.
	3. FAC – Met last Friday. They passed the making workload section of the handbook align together by adding some sentences about the instructors and their workload. There was some discussion about instructors being allowed to work eighteen credit hour instead of sixteen to allow for overload. It was not passed but discussed.
	4. FEBC – Met with Diann McKee about files and distributions. There is another meeting tomorrow (October 2, 2019) to follow up with that. Got some feedback from C. Spicer about the charges and it will probably be in the meeting about whether they want to make modification to the charges.
	5. GC - Met last week. They approved some minor changes, but the curriculum sub-committee hasn’t forwarded them anything of substance. They discussed doing a review of the program review process.
	6. SAC – No report.
	7. URC – The first round of URC grants applications close on Monday October 7th.

C. MacDonald: Please remind the standing committees to send the approved minutes to Joie so she can get them posted.

1. Adjournment 4:53