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INDIANA STATE UNIVERSITY

FACULTY SENATE, 2017-2018

**EXECUTIVE COMMITTEE**

February 5, 2018

3:30 p.m., HMSU 227

Approved

Members Present: L. Brown, B. Bunnett, T. Hawkins, M. Hutchins, A. Kummerow, L. Phillips, B. Roberts-Pittman, S. Stofferahn

Members Absent: None

Ex-Officio Present: President D. Curtis, Provost M. Licari

Ex-Officio Absent: None

Guests: L. Spence, L. Eberman, K. Butwin, T. Kruger Newsham

1. Administrative Reports:
   1. President D. Curtis
      1. We had our third day in Indianapolis yesterday. We are making a lot of good connections. I have learned that they [the legislators] do not know us. We need to put our mission into words. I have been hearing a lot about Ball State, their reputation, how they see themselves. Ball State may think they are like us but we are the only us and we need good messaging. If you have anything you want to share about ISU, you need to let us know. We will pass the message on to those in the capitol building. For example, the four year completion goal does not look the same here as it does at Purdue. If we focus solely on the four year goal, our particular students will not be served. We need better messaging about what we are doing and how we are succeeding in our mission. We may be judged on their metrics but we need to make sure they know what we are doing here.
      2. Today I attended the Groundhog Economic Forecast event here on campus. My take away on the Dow is do not touch anything!
      3. We are holding our last meet-and-greet at 5pm today. I think it will be better to get to know each other in smaller settings from this point forward, we will keep doing that. There was good interaction in council this morning. We need to ask ourselves: Do we have the right things in the strategic plan to write the next chapter? Are there places we can tweak? Mike is going to be putting together a steering committee aimed at looking at metrics in that light. Remember that not everything is a bean that matters. We need some qualitative review.
   2. Provost M. Licari
      1. I am going to be looking at improving things in student affairs. Willie Banks (VP for Student Affairs) pulled together a small group yesterday. Our students’ overall wellbeing leads to their success. Not everything is academic. We have students that have financial complications, students that are hungry, and some who, when the residence halls shut down, have no place to live.
      2. The advising summit happened this past Saturday. It was a good mix of students, faculty, and administrators. There was some useful information that came up through the conversations. That information will lead to some recommendations.
      3. The Presidential Scholar interviews wrapped up this week. Thank you to anyone who volunteered to participate. We had four days of interviews, which is encouraging. Interest in these scholarships is growing. Thank you, again for your participation.
      4. Lastly, the conversations related to how to encourage a positive faculty culture need to continue. I have been working on it, it is a part of our upcoming initiatives. For example, chairs’ professional development includes conflict resolution and employee relations. Also, we are talking about chair/support staff workload and the atmosphere for new faculty. There is some opportunity there, although orientation does a nice job, for faculty to be geared towards growth professionally and personally on campus and in Terre Haute. I have a greater influence on some things than others. These conversations will continue to happen. My expectation is that deans are holding chairs accountable for positive behavior in departments.
2. Chair Report: L. Brown
   1. A lot of my report echoes what President Curtis said. At the President’s Council this morning, I appreciated your [to President Curtis] use of the phrase ‘metrics that matter.’ Yes, we need to focus on those benchmarks, but the ones that make a difference. Also, I really liked how you focused on faculty and on faculty-student interactions, how they are at the center of a target and it is the job of the administrators around us to support those interactions. It was encouraging, thank you. Also, I appreciate the focus on qualitative measures and context, because obviously the numbers do not tell us everything.
   2. I wanted to pull together the career readiness discussion from last week. It was kind of scattered. Career readiness is important, it is supported by our chief academic officer and will be part of the curriculum. We are not replacing curriculum with resume writing. We are trying to make students aware and able to articulate what they have learned here. A lot of this is already happening in our foundational studies courses and many programs have senior seminars in which we can embed some culminating activities around the goals of career readiness. I am going to discuss adding a credit hour to our seminars with my faculty. Our seminars are currently one credit hour. We could make them two, the second credit would become part of faculty load, and faculty could then devote reasonable time and effort to these activities. Lastly, I think we need one place to report on student outcomes assessment that includes career readiness and department student success plans and that reporting should happen once per year. These three things are related and reporting should be connected and streamlined.
   3. Today we will look at the modifications of section 932 [of the University Handbook] and we have one curricular item.
3. Approval of Executive Committee Minutes of January 30
   1. Motion to approve (T. Hawkins/M. Hutchins); Vote: 8-0-0.
4. Fifteen Minute Open Discussion
   1. A. Kummerow: I was asked to get some clarification about the assessment coordinator position. Is it full time, but does that mean 12 month? or 9/10 month?
      1. M. Licari: It is 12 month. It is a regular staff position.
      2. L. Brown: Yes, the person in that position previously had requested it be part time. I think that is part of the confusion.
      3. M. Licari: Yes, but it has always been a year round appointment.
   2. A. Kummerow: Is the new HHS building still on schedule?
      1. M. Licari: Yes, talked to Diann [McKee] several weeks ago. It is still set to open the first or second week of March. I have not heard anything different.
      2. A. Kummerow: Arts and Music faculty and staff keep coming to the nursing building.
      3. M. Licari: Yes, well there are a lot of decisions that are being made for their move in, they are mapping the space. Their classrooms have different needs like water, sinks, soundproofing, space for grand pianos.
5. FAC Item: L. Eberman, L. Spence, K. Butwin
   1. Modification of section 932. Motion to approve (A. Kummerow/T. Hawkins);

Vote: 8-0-0.

* 1. L. Spence: Our small group met again and discussed how to clarify what to do in the case of a suspected data security incident. We had said you must report in “hours not days.” After our discussion, I looked at six or eight other institutions. Many did not address it at all but three that did used the word “immediately” with no qualification about what it meant. In the policy that we presented last week, the second to last sentence stated that it must be reported immediately, then the final phrase included “hours not days.” We took out the last sentence and Andre [Kummerow] added “upon discovery.”
     1. T. Hawkins: I appreciate that change. I do have a small suggestion: Control of data access, 932.4.1.2 it should be “students *who* access”. It then reads “full time employee responsible” is redundant. Cut out responsible/responsibility. Just make it “Full time supervising employee.”
     2. L. Brown: Yes, that is nicer.
     3. L. Spence: I will make those changes.
     4. L. Brown: I will need a clean copy to to go to the full senate next week and then on to the Board.
     5. K. Butwin: I will get it ready for the BoT.

1. CAAC Item: T. Kruger-Newsham
   1. Social Welfare Minor. Motion to approve (A. Kummerow/T. Hawkins);

Vote: 8-0-0.

* 1. T. Krugar-Newsham: As you can see from the proposal, the curriculum is not changing. The Social Welfare Minor is moving from Social Work to Multidisciplinary Studies. MST faculty will look at it [once it is in the department] to see if it needs to be updated.
     1. L. Brown: This will be done in the by the curriculum committee in your department?
     2. T. Krugar Newsham: Yes.

1. Standing Committee Reports
   1. AAC
      1. T. Hawkins: The committee met last Thursday. It reviewed the BoT minutes, administrative hires, and discussed the staffing report. AAC, FAC, and FEBC would like to request a master report in which IR sends agreed upon data to each committee every February. This will synthesize the process so everyone knows what data is being requested each year. AAC is awaiting the academic calendar as one of its charges is to review it every spring. Although it is not one of its charges, committee members talked a lot about the timely notification of searches and faculty lines. I mention it because it was a Senate item from last time. AAC would like lines approved and then publicized as quickly as possible. They also discussed how an easy-to-access platform would help with earlier searches.
         1. M. Licari: All I can say is that we are moving into a brand new world.
         2. T. Hawkins: I told them that. They said they wanted to meet with the provost. I suggested they reach out. I know you are now coming to AAC’s April meeting.
         3. B. Bunnett: In reference to the academic calendar, what ever happened to trying to get linked up with the VCSC’s schedule? Can we look into it again?
         4. L. Phillips: It will be aligned in 2019 only because our provost was willing to move ISU’s dates. Ivy Tech, VCSC, and ISU were all willing to meet to see if we could coordinate but then VCSC stopped responding to my calls and emails. The last I heard, Ivy Tech said it was too difficult on their end. I am not sure where we go from here. We could put another person on the case. From what I understand, VCSC’s schedule is tied to the contracts and sponsorship for sporting events. They have no wiggle room.
         5. B. Bunnett: But you did get it aligned for 2019? That’s good.
         6. L. Phillips: Thank you, but it is only for one year and only because the provost was willing to move our dates.
         7. S. Stofferahn: Is it tied to Easter?
         8. L. Phillips: No. It varies. We tried to see if VCSC would commit to the third or fourth week of March, no dice.
         9. M. Licari: So if you want to take a family vacation you better do it in 2019.
   2. AEC
      1. A. Kummerow: No report. [Charges complete]
   3. CAAC
      1. M. Hutchins: CAAC met this morning. It reviewed twelve proposals. CAAC voted to eliminate the Family and Consumer Science minor 7-0-1 since the major and classes no longer exist. It approved changes to the Social Studies Education major (vote of 8-0-0). CAAC will vote on ten next week and are anticipating more.
         1. L. Brown: You are busy because of the deadline.
         2. M. Hutchins: Most are straight forward and minor revisions. A few will have to come here.
   4. FAC
      1. S. Stofferahn: There were no action items. FAC met on Thursday and had a wide ranging discussion on BR. FAC went through a provisional list of items it wants to see in revised P&T documents. Bob (Guell) said five things will have to be in every document that comes to him.
         1. L. Eberman: Those five things were in the FAQs, there are no surprises. PTOC made a rubric.
         2. S. Stofferahn: FAC will be meeting again on Thursday.
   5. FEBC
      1. B. Bunnett: FEBC met yesterday. It discussed extra pay possibilities for teaching 699, 799, 899s. FEBC is identifying how many there are and discussing how much people should be paid (either $100 or $200) with an outlay of perhaps $50,000 or less. FEBC also talked about early retirement incentives. Jeff [Kinne] asked department chairs for comments. In general, people are reluctant to retire early not because of benefits but because of the loss in salary. Candy is looking into the situation at other institutions, we do not have that information yet.
   6. GC

B. Roberts-Pittman: GC is meeting on Mondays during the spring semester, it met yesterday. GC is working on updating the Graduate Catalog’s front matter. April Hay, Liz O’Laughlin, and I are going to meet to discuss accelerated programs (4 plus 1).

* + - 1. L. Brown: What time?
      2. B. Roberts-Pittman: GC usually meets on Mondays but this will be outside of that meeting time. I will let you know.
  1. SAC
     1. A. Kummerow: SAC will be meeting on February 12.
  2. URC
     1. L. Phillips: Applications were due last night at midnight. There were seven. URC will be reviewing them in the next few weeks.

1. Adjournment at 4:14pm.