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INDIANA STATE UNIVERSITY

FACULTY SENATE, 2017-2018

**EXECUTIVE COMMITTEE**

October 2, 2017

3:30 p.m., HMSU 227

Approved

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

Members Absent: None

Ex-Officio Present: Provost M. Licari

Ex-Officio Absent: President D. Bradley

Guests: Kevin Ward (CAAC)

1. Administrative Reports:
	1. President D. Bradley
		1. None
	2. Provost M. Licari
		1. I am in the process of assembling the search committee for the Dean of the College of Technology. I will meet with the College’s Faculty Affairs Committee next Wednesday to talk about the position. Chris Olsen will chair the search committee.
		2. The fall staffing report is out. Now that we have it in hand, I’ll be able to discuss new searches with the president. I will not venture a guess about when those will be approved.
2. Chair Report: L. Brown
	1. I sent an email and corresponding calendar appointments to all of you about our upcoming meetings with the presidential candidates. The meetings will be held mostly during our regularly scheduled Exec/Senate time slots on T/R except for one, which will occur on a Wednesday.
		1. T. Hawkins: I appreciate that we are being given this time with the candidates.
		2. L. Brown: We have an hour with them and should be able to give good feedback to the search committee. I also appreciate that they have given us these dates in advance so we can fit them into our schedules.
	2. I will be absent next week so Tim will be filling in. I will be at a FAD conference.
3. Approval of Executive Committee Minutes of September 19, 2017
	1. Motion to approve (B. Roberts-Pittman, D. Cooper-Bolinskey); Vote: 9-0-0.
4. CAAC Items: K. Ward
	1. K. Ward: CAAC is almost all new, and with new leadership, so we are in the process of learning about how the committee operates. The three proposals I’m discussing here have been approved unanimously. The Entrepreneurship Minor had been presented at CAAC last year but was never voted on due to scheduling. The suspension of the Outdoor Recreation Leadership Minor will affect four students.
		1. A. Kummerow: The Entrepreneurship Minor’s credit hours do not line up.
		2. K. Ward: What you see is in addition to other classes within the marketing major.
		3. A. Kummerow: It seems like there might be a prerequisite issue, or that there were four required classes and not three. What is listed here does not equal the fifteen hours.
		4. K. Ward: There are no prerequisite issues.
		5. L. Brown: The catalog copy adds up; the curriculum copy is confusing because it lists all possible courses.
		6. L. Brown: And a teach-out plan is in place for the four students?
		7. K. Ward: Yes
		8. B. Bunnett: What is a teach-out?
		9. L. Brown: A plan to ensure that currently enrolled students are able to complete the program after a suspension.
	2. Motion to Approve the Entrepreneurship and Human Capital Management Minors together (T. Hawkins/D. Cooper Bolinskey); Vote: 9-0-0.
	3. Motion to Suspend the Outdoor Recreation Leadership Minor (T. Hawkins, M. Hutchins); Vote: 9-0-0.
5. Exec Items
	1. Transition Team Report
		1. L. Brown: I received an email from Nancy Rogers requesting a brief transition document from Exec for the new president listing issues he/she should be aware of right away. I know one thing that will definitely be included is Pearson, which is set to go to Board of Trustees in February.
		2. L. Phillips: Graduate education, shared governance, presence on campus, will they live in Condit House?
		3. B. Bunnett: Last spring the Faculty Senate discussed the long-term trend of the decrease in the numbers of faculty while students and administrators increase. This is an institution-wide concern. The trend might be something to include.
		4. D. Cooper-Bolinskey: We might add the shift in student enrollment, decreases in graduate, international, and transfer students.
		5. L. Brown: Our spring agenda will include reviewing the biennial review process. The new president would need to be aware of our review procedures.
		6. D. Cooper-Bolinskey: We might also want to ask if the new president will stick to the 70/15/15 [tenure and tenure-track/full-time/adjunct] model.
			1. L. Brown: We can definitely discuss that with all of the candidates when they are here on their visits.
		7. M. Hutchins: The Hulman Center project should also be on the list.
		8. L. Brown: If you think of something, send it to me, she wants this next week.
			1. T. Hawkins: Why would they need the list so soon if it is for the new president?
			2. L. Brown: Perhaps she is sharing this with the candidates?
			3. B. Bunnett: If we had more time then wouldn’t we want to ask the entire Faculty Senate?
			4. T. Hawkins: The transition team has no say in the hiring of the president so it is surprising that she wants it so soon.
			5. B. Bunnett: Could we have more time?
			6. T. Hawkins: If we wait then we will have a chance to discuss with the entire Faculty Senate after the candidates visit campus and we have all had the opportunity to meet with them.
			7. B. Bunnett: We can encourage the senators to ask their colleagues so we can get a wider range of feedback.
			8. L. Brown: I will send her a brief note with a few issues listed and tell her we want to expand on this later.
			9. T. Hawkins: We might consider creating a Discussion Board on the Blackboard site, let people know that it is there in the musings, and try to make sure as many people are involved as possible.
			10. L. Brown: I suggest we delay sending a list until the next Faculty Senate meeting, include the Blackboard discussion in the musings, send a separate email, or do both. We will send an email early next week soliciting faculty input.
6. Standing Committee Reports
	1. AAC
		1. T. Hawkins: AAC’s next meeting on Thursday the 5th, its primary concern is the Honors College.
	2. AEC
		1. A. Kummerow: AEC did not meet.
	3. CAAC
		1. M. Hutchins: CAAC met today. It approved several different things in the past few weeks: the Unmanned Systems Major, the Suspension of Outdoor Recreation Leadership minor, the Foundational Studies Learning Outcomes and Category Learning Outcomes, the English as a Second Language major, the Language Studies major and minor, and the Recreation and Sport Management major. At today’s meeting, Greg Bierly answered questions we’d compiled about the Honors College proposal. CAAC will vote on that next week.
		2. B. Bunnett: Is there any concern that its creation will lead to new administrative positions?
		3. M. Hutchins: There will be two new admin positions.
		4. M. Licari: There would be two new staff positions: programming and thesis advisor.
		5. T. Hawkins: An upgrade and two new?
		6. M. Licari: One position would be upgraded and two new positions would be created. Greg’s title would be changed. The language is confusing because people think of administrators as Deans, but that is not what is happening here. The proposal calls for two additional people in the Honors College. Hopefully we will be able to move people into these positions. This does not automatically mean additional staff, we want to be careful with that.
		7. L. Phillips: Compared to other colleges, would the Honors College then be under staffed?
			1. M. Licari: No, it would be staffed appropriately. Our colleges right now all have different staffing needs based on program needs. The proposed Honors College will have a much more unified mission, it can stand having a smaller staff. Staffing will be directly related to enrollment.
		8. D. Cooper-Bolinskey: Greg would become a Dean, which would be the upgrade?
			1. M. Licari: His would be more of a title change, the upgrade would apply to one of his staff members who currently has multiple responsibilities and has since the honors program was created.
		9. L. Brown: We should see the proposal here at Exec in a couple of weeks.
	4. FAC
		1. S. Stofferahn: FAC met on Sept. 28th. Susan Frey will chair PTOC if Bob Guell has to recuse himself for any reason. FAC created a committee (Anne Foster, Bob Guell, and Rick Lotspeich) to study how departments will be implementing 305-related changes to their promotion and tenure documents (P&T). The committee will look at five departments as a kind of test case. It discussed whether it should wait until colleges make their changes. Lindsey (Ebermann) is organizing informational sessions for chairs. Biennial review is also on the radar. We spent the rest of the time on the OIT revisions, most of them seem non-controversial.
			1. M. Hutchins: Lindsey’s training is for chairs of P&T committees, or chairs of departments?
			2. L. Brown: Could be both.
			3. A. Kummerow: Who is doing the training?
			4. L. Brown: Lindsey and I will be doing the training.
	5. FEBC
		1. B. Bunnett: FEBC met on 29th. It discussed three issues. The first two involved compensation for thesis and dissertation advising and independent studies. Jeff Kinne will approach departments to see how many of these are being offered. The committee also discussed faculty retirement “before onset of ineffectiveness” [a charge from Exec]. FEBC will ask Candy Barton and Mark Green to look at retirement from an employee-benefits perspective. We are also going to look at the other institutions’ retirement policies.
		2. L. Brown: FEBC will look at possible carrots, FAC will look at possible sticks.
	6. GC
		1. B. Roberts-Pittman: GC approved reactivating COMM 514, the new course LING 525, and changes to the History MA and MS. Ken Brauchle will be at GC’s next meeting to discuss Pearson. GC will be sending Exec a memo outlining some of its concerns regarding recent changes to university policies affecting graduate students, specifically the recent move of some of the Graduate School’s duties to the colleges.
	7. SAC
		1. D. Cooper-Bolinskey: SAC meets monthly, next on October 9th.
	8. URC
		1. L. Phillips: URC will meet on October 23 to review proposals.
7. 15 Minute Open Discussion
	1. L. Brown: I got an email from someone in Holmstead Hall. Apparently the main entrances are dirty. There are wasps’ nests, mud dauber’s nests, and burnt out light bulbs. With homecoming and presidential visits coming up, it would be nice to have the entrances cleaned up.
		1. M. Licari: I will pass that information along to Diann [McKee] and facilities. Which entrances?
		2. L. Brown: They were not specific, probably good to look at them all.
	2. L. Brown: Also, someone emailed that the OIT website was hard to navigate, especially when it came to instructions on what to do for various set-ups.
		1. M. Licari: I will see what we can do.
	3. T. Hawkins: I was wondering if we all received the email from the College of Technology regarding P&T questions.
		1. L. Brown: It was sent to just the officers, but it was addressed to all of the Executive Committee members asking us to clarify the relationship among P&T documents at the department, college, and university levels.
		2. T. Hawkins: I was not sure if we should discuss it here, or if you [Liz] should respond to it directly.
	4. L. Phillips: I wanted to mention that I am still working on aligning our calendar with the Vigo County School Corporation (VCSC). I had brought Ivy Tech into the discussion in June, but now it seems like it’s a dead issue. The Ivy Tech representative sent an email saying they have trouble aligning calendars within their own system and the VCSC will not respond to phone calls or email messages. Should we continue to pursue this?
		1. M. Licari: When it first came up I was willing to be as flexible as possible, but it does take some willingness from the VCSC.
		2. L. Phillips: I am disappointed that we have not been able to get anything done, especially since the Provost [ISU] has been flexible.
		3. B. Bunnett: Leaving out Ivy Tech, what is the issue?
		4. M. Licari: What we could do is push ours forward a week or two, VCSC up a week. VCSC spring break floats, ours usually does not, we were hoping to find a week on the calendar, the end of March perhaps, that we could agree on so everyone could be on break at the same time.
		5. B. Roberts-Pittman: Is the VCSC break not consistent with Easter?
		6. L. Phillips/M. Licari: No, sometimes they line up, but it definitely floats.
		7. T. Hawkins: Bring it up to the Faculty Senate again to see if it is still an issue and if so, call superintendent’s office.
		8. M. Licari: If I recall, Susan [Powers] has had some luck dealing with them in the past. I will talk to her and do what I can.
	5. B. Roberts-Pittman: GC is asking for our help with regard to the changes I brought up earlier. They are wondering how and why these graduate-related decisions were made in the summer and without faculty governance. They thought they had asked us for guidance already, but what can I bring back to them?
		1. T. Hawkins: What exactly is the issue?
		2. B. Roberts-Pittman: An email came out over the summer about changed policies, that Graduate School is no longer doing some tasks, they were moved to the colleges. GC wonders if that can happen, if decisions like these have to go through faculty governance?
		3. M. Licari: The policies that changed were related to paperwork and workflow. Most of it had to do with the graduation checkout process and was administrative. We had to make sure the process was as efficient as possible.
		4. B. Roberts-Pittman: It caught people’s attention when graduate work was being reviewed separately from the Graduate School.
		5. M. Licari: The move was simply bureaucratic.
		6. L. Brown: Perhaps, the main issue was the wording of the email?
		7. M. Licari: It might be a good idea for me to attend the next GC meeting to help clear things up.
		8. B. Roberts-Pittman: They were also concerned that an associate dean with no experience with a particular graduate program would be conducting the check out.
		9. M. Licari: Perhaps in the future we could conduct some training to help with this.
		10. B. Roberts-Pittman: So there were no changes to admission?
		11. M. Licari: No
	6. B. Bunnett: I had volunteered to see what I could find out about paper versus online course evaluations, when should I report on that and can I bring the student worker who’s been helping with the project?
		1. L. Brown: Yes.
8. Adjournment at 4:48pm.