

#18

INDIANA STATE UNIVERSITY

FACULTY SENATE, 2018-2019

**EXECUTIVE COMMITTEE**

February 19, 2019

3:30pm, HMSU 227

Approved

Members Present: C. Ball, L. Brown, M. Chambers, M. Cohen, K. Games, B. Guell, T. Hawkins, R. Peters, S. Phillips

Ex-Officio Present: Provost M. Licari

Ex-Officio Absent: President D. Curtis

Guests: Winnie Ko and Michael Jackson

1) Approval of Executive Committee Minutes of February 12, 2019 (File #1)

a) Motion to approve (M. Chambers/K. Games); **Vote 9-0-0**

2) Administrative Reports:

a) President D. Curtis

i) No report (absent).

b) Provost M. Licari

i) Before I came over here, it was nice to take 45 minutes to remind myself while we are all here. I took a stroll through the juried student art show to make selections for some provost scholarships. There is some great artwork on display. If you have a change go through, it is fascinating. I know some of these students personally from SGA, so it is fun to see what they are working on.

ii) Recently we talked about email retention, that change will come after OIT completes the multifactor authentication implementation. Be patient as we tackle that challenge first.

iii) The BoT is here later this week. On Thursday, they will attend a Student Success Seminar, which will focus on academics and finances. Then, there is a second Student Success Seminar focused on student life, especially when it comes to mental health and conduct. This should help them understand the context we are operating in as we try to get more students across the graduation stage.

iv) Last Thursday, there was an ICHE session on Student Success. It concerned what we are doing with at risk students who are challenged financially or academically. This

kind of concern is bubbling up all over the place so heads up that the Commission is aware of this topic.

- v) This morning was the Budget Committee meeting. We expect a total budget reduction next fiscal year to be around \$5.5 million, with about \$3.5 million of that being in Academic Affairs. That is on the low side because we are using some numbers that are going to change. With the House Ways and Means it is unlikely those numbers are going to hold. The governor's proposal and the commission are about 1 or 2 million dollars apart. That means it is somewhere in between, which will push it to \$6.5 million. That is why I took my target in Academic Affairs to \$4 million. That is a cut throughout the division. There is not \$4 million laying around. Times like these are uncomfortable. There was some money lying around, but the programs had been shut down so a few dollars were swept up with no one noticing. Going forward, there will be an impact. We want to do this without affecting current personnel. I do not think we will have to do that. Questions that Tim [Hawkins] posed during this morning's meeting were good and he had some for me about trying to understand the faculty budget side of things. We have not canceled searches—I have only asked the deans to pause while we go through the numbers to make sure the current hiring activity they have on the table right now is going to balance the instructional budget. We have 39 underway—31 tenure and 8 instructor positions. The goal is to hang on to those. If we can do that, fabulous! Thursday afternoon, the deans are supposed to get back to me with their plans and I will update the president on Friday. There is some concern about unpausing the searches, because they will have lost days and possibly candidates, but we need to balance many things. I do not want to pause searches so long that they collapse, but I need to come in with a balanced budget. I do enjoy my job and I do not want to lose it. I need to balance these two responsibilities. It is prudent to say let us be sure the hiring activities are not going to make a challenging situation even worse. I will have more information by the end of the week. Diann [McKee] gave some good context in the presentation this morning, and I will encourage her to share the whole thing during Senate.

### 3) Chair Report: T. Hawkins

- a) First, we will not consider the petition for emerita status. The dean has declined to support it. Therefore, we have no role to play.
- b) Second, we will announce to Senate a decision to end email retention altogether. Of the options available, this has the most support, I think. It is the preference of the provost.
- c) The University Budget Committee met this morning. There are plans to reallocate \$5.5 million with about \$4 million to come from AA. Diann McKee will be at Senate on Thursday to provide a more detailed update and answer questions.
- d) Our Senate agenda will be busy with important reports, plus the FAC, GC, and CAAC items.

- e) Also, I wish to note that the Trustees are on campus at the end of the week. I have always been supportive of increased ties between the Board and faculty governance. I have also taken to heart the president's interest in familiarizing the trustees with the campus. To that end, I have extended an invitation to the Board to visit Senate following the end of their concurrent student-success seminar. Those who decide to come will hopefully get a sense of how Senate operates.
- f) Reminder—Faculty Senate elections for 2019-2021 are coming up fast! Nomination forms are due to the Faculty Senate Office no later than 4:00pm on March 15. Forms and eligibility information can be found in the Elections tab on both the Blackboard site and the website.

#### 4) Fifteen Minute Open Discussion

- a) B. Guell: What portion of \$5 million+ solves itself? If we have fewer freshman, then we have fewer adjuncts.
  - i) M. Licari: There is some of that. Some will take care of itself, but I need to see it. To the extent that the deans can plan for that, they can show that in their report on Friday. We will see some natural budget shrinking. Two small freshman classes in a row should take some pressure off many places such as instructional needs, student success, and supplemental instruction should be reduced as well. We will take every advantage of those natural contractions.
- b) B. Guell: UC advisors should have lower costs, as well as tutoring costs. President Bradley in 2010 had some rules. He created many "sacred cows," one of which was student wages. What are they in this process?
  - i) M. Licari: I would like to hang on to all or as many faculty searches as we can. We ought to be able to do that. We also need to understand and appreciate that work expands and contracts. Any business needs to be able to be flexible. There are no "sacred cows" per say that I want to hit.
- c) B. Guell: How, institutionally, is the instructor position "subject to need/enrollment?" It is easiest to decimate the crowd up for reappointment this year. How do you trim the worst lecturers and instructors yet keep the best?
  - i) M. Licari: They demonstrate where the need is.
  - ii) B. Guell: For example, if you have one who is good and is on an expiring appointment, and then one who is not good and in the middle of an appointment what do you do? We have to get rid of one of them. Are you going to give the dean and chair the flexibility to choose?
  - iii) M. Licari: The challenge is the need is still there, the route of an expiring contract might not be in fact that easy. You still have a need. Now you have intertwined a personnel concern with the budget. It is not impossible, but it is a challenge. We have to make smart decisions that protect the institution in terms of success and integrity. I do not want to impose restrictions, but that does not cause the right thing to happen.

- iv) L. Brown: Could you not wait out just a little bit if personnel is the issue? We had this discussion a couple of years ago and the message from the administration was that we would not just eliminate based on end of contract without regard for the other considerations.
- v) B. Guell: That is the mantra in flat enrollment. I hope that the officers get an answer from the provost to this question.
- vi) M. Licari: It is more challenging when it is for personnel reasons than for financial. We enjoy due process; it is a good thing to have. It is not simply a budget decision. You can start that process and not wind up with the result you thought you would. It is not that easy.
- d) K. Games: In the current situation if a search is failed because of the hiring slow down and the finalists take other offers, should there be an assumption made that it is not restarted.
  - i) M. Licari: No, if the money is there fill the position.
- e) B. Guell: The previous president was not interested in budget cuts such as travel budgets for a year. Does it still have to be base money and structural?
  - i) M. Licari: That is still the case. VP's have to come with base money as their cut.
- f) M. Cohen: Do you have a date right now, is it possible to come up with an all clear kind of date if there are some staffing reductions. People need to plan their lives.
  - i) M. Licari: As I mentioned I will have reports from the deans this week regarding faculty. The VPs were asked to give an update regarding where we are in our cuts in a couple of weeks. Final numbers should be in April 1st.
  - ii) B. Guell: Scheduling for the next semesters will begin.
  - iii) M. Licari: Yes, which is why I have to have that April 1st. The faculty situation we will know that very soon. We will all know a hefty amount in early March.
- g) B. Guell: What about sabbaticals? Are we looking to cancel those?
  - i) M. Licari: If they can make that work then great. We ought to be able to make those things work. Those things, in the grand scheme, is something we should be able to figure out. As we meet, I can inform the officers. There is a lot to talk about.
- h) B. Guell: A colleague walked into his class to see someone trying to sell his class on "College Works Internships." They were handing these pamphlets out. They did not appear to be an ISU employee and had no ID. They left when he asked what was going on. My concern is this is not the first time and will not be the last. It appears as a program where someone is trying to sell tutoring services at almost no money and calling it an internship to charge people for help and they are not even paying the student tutors. I wanted to verify that there is no contract and when we see them we should call public safety.
  - i) M. Licari: No, there is no such contract. We do not promote these.

- i) B. Guell: Last week we talked about multifactor authentication and making the computers in classrooms “safe devices.” OIT is not planning to do it or has not received the message. It was answered it in a way that it is not consistent with your intention.
- i) M. Licari: I will talk to Lisa [Spence-Bunnett] about that tomorrow.

5) CAAC Items: W. Ko (see curriculog)

a) Forensic Sciences Minor: W. Ko

- i) Motion to approve (K. Games/M. Chambers); **Vote 9-0-0**
- ii) W. Ko: This is a good minor for students. Recently, we had two students who followed this path and got jobs before they graduated.
- iii) S. Phillips: Previously, there were Forensic components in classes that did not appear on transcripts, but this does. I developed this minor based on meetings with the state crime lab. I took the classes with these components and put them in a block. Previously, students had put this together individually. As Winnie said, we had a graduate who was hired as the Deputy Coroner in Marion County and another who was hired by the Chicago PD. They were hired before graduation. This minor will be hard and fast on transcripts.

(1) M. Licari: Is there an employer demand for this? I am just trying to figure out how to market it.

(2) S. Phillips: The Indiana state crime lab hires about 15-20 new positions a year. Marion County hires a lot, but each county or municipality also does hiring. Students cannot get a BS in this, but with this minor, they might go into DNA or Ballistics.

(3) L. Brown: So this minor gets them in the field?

(4) S. Phillips: Yes, hiring departments actually said they would rather have this than a PhD who knows a lot about a little. To get a degree in Forensics students have to go to graduate school.

(5) R. Peters: What kind of majors would be interested? It is 28 credits, so it might be hard for some larger majors.

(6) S. Phillips: There is a lot of overlap with Foundational Studies so there is not too much of an extra burden. It would be of interest to Criminology majors who are focusing on surveillance, also Biology, Anthropology, and Chemistry majors.

b) Minor in Entertainment Design and Technology: M. Jackson

- i) Motion to approve (L. Brown/R. Peters); **Vote 9-0-0**
- ii) M. Jackson: This grew out of my sabbatical when I spent a month in LA picking the brains of those in the entertainment industry. This goes beyond traditional theater into theme parks, live shows, film, television, and houses of worship. This minor was modeled off a path at Eastern Michigan. All of the courses in this minor already exist. I met with Edie Wittenmyer from COT and she is interested in collaborating. There are several students in Fashion & Textiles who are interested. This would also be great for Communication majors who actually want to be in theater. It could pair well for Interior Design/Architecture, Safety, and Secondary Education. There is a huge

demand for those who know about production in high schools. I would love to have some influence in what is going out there. Currently, we offer a general theater minor and a minor in acting. This minor would have the same credit number as the others. We are not asking for any new resources.

iii) W. Ko: These are real life skills for the field.

(1) M. Cohen: I interviewed a Presidential Scholar applicant who wanted to do exactly this.

(2) M. Jackson: There is a sophisticated path in this minor and what we are doing here at ISU, especially in projection design. We have alumni out there doing this and making a lot of money. I have peers asking me to send them graduates. This can be a recruitment thing, attracting students to the university.

(3) L. Brown: It might also help parents accepting their students in theater.

(4) M. Jackson: Yes, I have students ask how they will make money, first I say doing whatever they want, but there is a stigma. That is why we are putting “entertainment” in the offering.

6) Standing Committee Liaison Reports:

a) AAC (M. Cohen): The committee is working on the staffing report. Last week in the meeting, it came up that past staffing reports mentioned SCH production. Is it still desired that SCH be reported on, faculty rank and things like that. Examining the usefulness of SCH, it is not a driving issue as it was in the past.

i) M. Licari: Is not the lynch pin it was in the past. It was the way a faculty budget was built, but that is not the case anymore. From my perspective, it is not the critical determinant. It is linked though, to make sure we are making investments with new faculty hires in places we are going to grow enrollment. SCH links to that in a particular way, investing in an area so we can take advantage of enrollment growth. There is still utility, but in different ways.

b) AEC (R. Peters): No report—done.

c) CAAC (L. Brown): They met today and approved changes to the Economics major, and a course for Foundational Studies studies—nothing that will be coming here.

d) FAC (B. Guell): You should be getting PTOC revisions regarding end of appointment appeals that might land there. FAC is suggesting at the end of appointments you do not have a PTOC appeal process, which currently deals with denials of P & T. The fix is to make sure we have denials to senior instructor appealable, but not end of appointment denials. There was a situation last year where one came to PTOC, they noticed it was not among their charges, but provided an opinion anyway, which was not appropriate. FAC clarified it as not in the preview of PTOC to review an instructor or lecturer at the end of an appointment.

(1) L. Brown: The appointment might end, but the department could be hiring someone new to take the place, there might be something there that could be appealable

- (2) B. Guell: It is the end. You had a job and it ended. That fact cannot be appealed. That is the FAC's logic; we can disagree with it here.
- ii) B. Guell: FAC is taking up the textbook policy to eliminate the textbook review committee. Susan (Powers) has not called them to do anything. This committee was supposed to take up appeals and were charged with meeting even when there was nothing to do. I would like to strike out the entire section of the HB on this.
- (1) L. Brown: To adopt a book you have to use it for 3 years, can we get rid of that?
- (2) B. Guell: McGraw Hill will not sell you a physical book, but they will sell access codes. They want to get rid of the used book market.
- (3) M. Cohen: They will sell loose leaf.
- (4) B. Guell: Yes, but the bookstore will not buy those back.
- e) FEBC (K. Games): Met yesterday, they created and endorsed an increase for Student Rec Center family hours. They are minor and based on a usage report with SRC data. It was a modest request by two hours each Friday and Saturday evening.
- f) GC (C. Ball): No report.
- g) SAC (M. Chambers): No report.
- h) URC (S. Phillips): No report.

7) Executive Session

- a) Motion to enter Executive Session (9-0-0)
- b) Motion to leave Executive Session (8-0-0)
- c) Motion (R. Guell, L. Brown); **Vote 8-0-0**: "Because Article 3, Section 3, of the Constitution of the College of Health and Human Services states "On the recommendation of program faculty, program coordinators may be replaced at the discretion of the chairperson," there being no evidence of any such recommendation from program faculty, the Faculty Senate Executive Committee authorizes a grievance hearing on behalf of Dr. Jolynn Kuhlman."

8) Adjournment at 5:00pm.