#11

INDIANA STATE UNIVERSITY

FACULTY SENATE, 2017-2018

May 3, 2018

3:30 p.m., DEDE III

Approved

Members Present: L. Brown, B. Bunnett, M. Chambers, M. Cohen, A. Czyzewski, E. Gallatin, K. Games, T. Hawkins, M. Howard-Hamilton, M. Jackson, B. Kilp, J. Kinne (on sabbatical), A. Kummerow, X. Li, N. Nichols-Pethick, J. O’Keefe, A. Payne, L. Phillips, J. Potts, B. Roberts-Pittman, A. Solesky, F. Stewart, S. Stofferahn, J. Weust, M. Williamson, E. Wittenmyer, K. Yousif.

Members Absent: Y. Bai, S. Buchanan, J. Gustafson, L. Henson, M. Hutchins, M. McInerney, D. Israel (on sabbatical), S. Kopaczewski (on sabbatical), J. Liu (on sabbatical)

Ex-Officio Present: Provost M. Licari

Ex-Officio Absent: President D. Curtis

Guests: Dan Coovert, Katie Butwin, Lindsey Eberman, and Susan Powers

1. Memorial Resolutions
   1. L. Brown: Dr. James Larry Heath, 1938-2017

Dr. James (Larry) Heath passed away on December 21, 2017. He was 79 years old. Larry graduated from Chico High School in California. He received his BS in Technology Education from California State University at Chico in 1961, and an MS in Technology Education from Chico in 1963. Larry graduated with his PhD in Vocational Education from the University of California at Los Angeles in 1967.

Larry worked much of his life as a college professor at San Diego State, Oregon State and then Indiana State University, achieving full professorship at age 33. Larry was a world-renowned expert in robotics and loved all things robotics. He even had his own robot named Fred. He is the author of multiple books and other publications on electronics and robotics, focusing mainly on robotics textbooks both theoretical and laboratory based. He presented in Japan and around the world on this topic. Larry was an active member of the Society of Manufacturing Engineers, Robotics International Division.

Dr. Heath was a Professor of Electronics and Computer Technology at Indiana State University from August 28, 1972 until May 5, 2001. He retired with almost thirty years of service to ISU. Outside of robotics and teaching, Larry enjoying painting and photography. He was a Corvette enthusiast and enjoyed traveling with his wife Martha, which included multiple worldwide trips. In what can be called the ultimate dedication to education and learning, Larry donated his body to science via the IU School of Medicine.

**THEREFORE, BE IT RESOLVED** that the Faculty Senate of Indiana State University express to Dr. Heath’s family its sincere sympathy and condolence, and that it further express its appreciation for the service, care, and dedication that Larry gave to his students, the faculty, and the university.

**BE IT FURTHER RESOLVED** that this testimonial be placed in the minutes of the Faculty Senate and that a copy be transmitted to his family.

1. Recognition of the 2018-2019 Faculty Senate Scholarship Recipients
   1. D. Coovert: Senators, I’m Dr. Dan Coovert and I am the Chairperson of the Student Affairs Committee. As you know SAC has a standing charge to administer the Faculty Senate Scholarship. The scholarship is intended to reward high achieving students at Indiana State University. I would encourage you and ask you to encourage your colleagues to donate to the scholarship which recognizes some of the best and brightest Sycamores among the student body. I am pleased to announce this year SAC committee has selected two winners of the Faculty Senate Scholarship Award. Ms. Hannah Bunch and Ms. Kasey Schultheis. Before I present the award I wanted to share with you some of the reasons the committee selected Ms. Bunch and Ms. Schulthesis as winners.
      1. Ms. Kasey Schulthesis is a freshman majoring in Social work although she admits she has a passion for Psychology. Miss Schultheis has a cumulative GPA of 4.0 as of the last academic semester. Miss Schulthesis finds time to give back to the community by serving as a volunteer in a local middle school and helped organize a Dance Marathon to raise money for Riley Children’s Hospital. Please join me in congratulating Miss Kasey Schulthesis.
      2. Ms. Hannah Bunch is a sophomore majoring in Biology with a premedical focus. She also has a cumulative GPA of 4.0 as of the last academic semester. In addition to her academic achievements. Miss Bunch also finds time to serve the community by volunteering as a Big Sister with the Big Brother/Big Sister organization, and serves as a Secretary for the Indiana Chapter of Timmy Global Health. Please join me in congratulating Miss Hannah Bunch.

**[The Faculty Senate Scholarship fund brings in $107 a month through payroll deduction donations. This spring due to the push from SAC we have received an additional $450 total in one-time donations. Please consider donating today, it might sound cliché, but every dollar helps.]**

1. Administrative Reports:
   1. President D. Curtis
      1. No report (absent).
   2. Provost M. Licari
      1. I would like to announce the completion of on campus interviews for the Vice Provost of Enrollment Management; the last candidate was here today. That search is in the final phases. Thank you very much to the committee, especially Linda Maule and Santhana Naidu. Thank you for your participation. It is just about wrapped up.
      2. The graduate dean search; thank you to the committee and its chair Susan Powers. As I was walking over the material from the search committee hit my inbox. I will look at it tonight.
      3. Lastly, thanks for a good academic year. It was a solid experience. I look forward to seeing you at commencement on May 12.
2. Support Staff Report: E. Phillips
   1. No report.
3. SGA Report: T. Smith
   1. No report.
4. Temporary Faculty Advocate: T. Tesmer
   1. This is my final report for this year and final as TFA for right now since other obligations will keep me too busy next year. If you have temporary faculty in your department, encourage them to apply for this. It was enlightening, and it gave me a sneak peek into academia from a different perspective. Thank you Provost Licari for choosing me for this position. This is what being the TFA told me: ISU is academically in good shape and I was impressed by the people I met. I was able to serve as an ex-officio on FAC, in which I did a lot of listening. I got to learn a lot about what goes on and the high level of accomplishment and intellect that goes with it. I appreciate the opportunity.
   2. Last week I was absent, I was attending the Foundation Studies ceremony. I would like to invite Keri Yousif to my COMM 101 class because of her great keynote speech. There is a transcript somewhere; you get the opportunity to read it, do it.
      1. L. Brown: Yes, I read it and it was very inspiring. It was great. I wished I could have attended.
5. Chair Report: L. Brown
   1. This is my final report as senate chair. Thank you for your service. It was a great year, I think. You came with great questions; you all were responsive both individually and collectively. This is why shared governance works, because people are willing to do it and show up.
   2. I did want to bring up one item now instead of in the fifteen minutes open regarding the emails that go to retired faculty when they retire. They are in conflict with each other. Some say they are giving up their @indstate.edu email, but not really. Some say they have to turn in library materials, but still have access. There is some confusion out there because the same separation emails go to those leaving for other jobs. There is a difference in the relationship.
      1. M. Licari: Can you forward them to me?
      2. L. Brown: Yes, I brought it up because concerned retirees contacted me.
      3. S. Powers: Mark [Green] will look into it as well.
6. Approval of Faculty Senate Minutes of April 19 and April 26, 2018
   1. **Motion to approve the minutes from April 19 (M. Howard-Hamilton/M. Chambers); Vote: 21-0-6.**
   2. **Motion to approve the minutes [as amended] from April 26 (J. Weust/A. Kummerow); Vote: 22-0-5.**
7. Fifteen Minute Open Discussion
   1. M. Howard-Hamilton: Last week I talked about the city council policy [requirement of ‘dance permit’], but the dance went very well. It was not necessarily well attended, but it went well, we had no issues. Students want to go to city council about changing the policy.
      1. B. Bunnett: There is a city council meeting this evening at 6pm in city hall and others are going and will bring up the ordinance.
      2. M. Chambers: There has been a lot in the local papers about it was well. I also heard about it from my son, who saw it on an Indy news station.
   2. M. Howard-Hamilton: I also have something from faculty regarding the separation from merit pay and the FAD report; how do we request information if there is a category we would like to see added to the document? If colleagues have information they would like in the FAD, but do not know where to put it or it is not with our discipline how do we ask to get that added?
      1. L. Brown: You would contact Susan Powers.
      2. S. Powers: Yes, I would happy to come to a department to come and talk through what might work better.
8. GC Item
   1. Transfer of Director of Career and Technical Education
      1. **Motion to approve (K. Games/A. Payne); Vote: 27-0-0.**
      2. M. Howard-Hamilton: We are transferring a licensing program from our department, Educational Leadership, to its appropriate area--the Human Resources Department in the College of Technology. Classes have always been in that area. I do not know why or how it even came to our department. It may be that it was placed there many years ago when the college when through some changes. No students will be harmed in this transfer.
         1. J. O’Keefe: It says it will take effect spring 2018, is that correct.
         2. M. Howard-Hamilton: It has the wrong date because we thought it would move faster, it would be for the fall.
         3. L. Brown: The date will updated and it will go into the appropriate catalog.
9. AAC Item
   1. President’s Council on Inclusive Excellence
      1. **Motion to approve (B. Kilp/A. Kummerow); Vote: 25-0-2.**
      2. K. Butwin: The 270 section of the University Handbook is for committees, with the changes regarding diversity we took that out and reserved 270.1 for the President’s Council on Inclusive Excellence, this is what is happening right now with the language update.
10. Exec Item
    1. Standing Committee Slates
       1. **Motion to approve (K. Games/B. Roberts-Pittman); Vote: 27-0-0.**
       2. L. Brown: It is always a charge for the outgoing senate to approve the committees for the coming year.
          1. A. Czyzewski: If PTOC is a part of this, Mike Harmon, the SCOB representative, is retiring.
          2. L. Brown: We are not approving that right now. His is a continuing term so the SCOB will need to replace him on PTOC.
          3. T. Hawkins: Yes, this is really just the standing committees.
          4. L. Brown: The college appoints a replacement in case of an empty seat on PTOC.
       3. E. Gallatin: There is a small number of instructors slated to committees, are they not volunteering?
          1. L. Brown: Yes, that happens. We look at who volunteered and then try to fill with regard to college, rank, and so on.
          2. E. Gallatin: The number of instructors went down.
          3. L. Brown: We have one instructor, Matt Cohen, who is a liaison now so he cannot serve on the committee.
          4. T. Hawkins: Part of the challenge is the first thing we look at are what people volunteer or self-select. There is a smaller number of instructors who declare a desire to serve. With what they are expected to do on campus it is understandable that service may be at the bottom. There is a sensitively to our part to putting instructors who are hired to teach a heavy load on committees. The biggest part is self-selection. We do not get a lot from the instructor pool.
          5. J. Kinne: We could get some data on that, contact Virgil [Sheets].
          6. M. Brown: I can say that out of the 500 or so who received the committee self-selection survey, which went out with election ballots, only about half filled it out.
          7. L. Phillips: It is self-selection. There are not a lot of instructors to pull from. Sure you could designate an instructor be on every committee, but most do not have service obligations.
          8. E. Wittenmyer: Instructors’ service does not count, it might hinder some to do it if it does not count, is on a volunteer basis.
          9. L. Brown: Yes, if they are teaching 5 or 6 classes that is full time, they are volunteering for university committees. They are probably already serving in their college and departments too.
          10. E. Gallatin: I just wanted to point out a problem that needs to be looked at.
          11. L. Phillips: What do you want to see? Do you want us to slate instructors on more of the committees?
          12. E. Gallatin: It may be the college itself, but instructors might not know their place in self-governance.
          13. M. Chambers: Can this be a FAC charge?
          14. L. Brown: Yes, sure. Departments and colleges can have that conversation. There is also a higher turnover of instructors; some are so new I would not put them on particular committees, or even assistant professors for that matter.
          15. E. Gallatin: There are issues that need to be addressed.
    2. 305.17 revisions and 305.15.6.1 revisions
       1. **Motion to approve 305.17 (M. Chambers/K. Games); Vote: 26-0-1.**
          1. L. Brown: This change is to provide a timeline for appeals. We noticed this was needed during a recent appeal. We looked, there was no timeline, probably an oversight from when it was created.
       2. **Motion to approve 305.15.6.1 (B. Kilp/A. Kummerow); Vote: 27-0-0.**
          1. L. Eberman: This pertains to early promotion and exceptions to the 6-year rule. We needed language that clearly identified this piece of that process. Chairs have no letter from direct supervisor, because they are the supervisor. We had a discussion about the review process, mostly about clarifying the steps if there is a negative review. In that case, the review does not stop all together, just the early promotion and tenure.
          2. A. Czyzewski: Is there any place in the Handbook of a timeline for appeals?
             1. L. Eberman: That was the first one; this one does not include a timeline.
             2. L. Brown: This is for early promotion, not for those up for the regular.
11. A. Czyzewski: Do we not still need a date for when the committee will meet?
12. K. Games: I think we might be talking about different policies.
13. L. Brown: Yes, this is 305.15.6.1.
    * + 1. K. Yousif: Is this on every level?
           1. L. Ebermann: There is no way to tell Academic Affairs you are being reviewed. There is no process for “I need paperwork for P & T at year 4.” Part of that is sparking the process to get the right paperwork at the department level. The chair and dean will need to be in a position to have a positive review. There needs to be consultation when seeking an exception and a dean involved. There are lots of different opinions on how to do that, not everyone agrees. Self-selection through chair then dean is what we have decided.
        2. K. Yousif: If personnel says no, and the chair yes, it stops. Why is that?
           1. M. Chambers: In case the chair might go up. They cannot qualify themselves. They still have to go through the process. The chair is saying “I want to go up early, can you put a letter up? I may have the materials to qualify.”
           2. K. Yousif: Should it not read ‘and/or,’ because for regular P & T you need a letter from both.
14. M. Licari: If it is the chair that is the only time you need the personnel committee letter.
15. J. Kinne: Well that is different, was that the intention?
16. L. Brown: No, should we put in there the instances of a chair? Something parenthetical?
17. A. Kummerow: So if I am not the chair, I cannot be nominated by the committee with how it is written now? If the chair does not like me I cannot get it [early P & T]?
18. L. Brown: You have to have positive reviews anyway. Do we have unanimous consent to put the parenthesis? [YES]
    * + 1. J. O’Keefe: So this prevents you from coming back at a future date? If you are stopped you at 4, you cannot try again until 6?
           1. L. Brown: Yes, correct. That has not changed.
        2. M. Chambers: I will admit I was fuzzy on this in FAC, but hearing Al [Czyzewski] earlier if there should be a date for paperwork. Do you do it a day before due, a month?
           1. L. Eberman: We are already in alignment with the review process, and the promotion deadline even if it is not a review year.
           2. M. Chambers: It triggers paperwork by Academic Affairs. They need to know more than an hour before deadline to get it done.
19. L. Brown: That is quick to generate. It needs to happen in the department that does the review and needs to be declared as soon as the department starts the review of faculty going up for P & T.
20. M. Licari: Not perfect with what Mike [Chambers] is asking, but it does give time/opportunity for discussions up and down the review chain so somebody is not putting forth something that is never going to clear.
21. M. Chambers: I went through a year early. When I went through I sent a trial through my chair.
22. M. Licari: An earlier deadline could work. If you fail you can pull it since it was never going to get past anyway.
23. M. Chambers: Especially if they might be ready next year, then they are not prevented from trying in year 5.
24. K. Yousif: This speaks to mentoring at the department level.
    * + 1. J. Kinne: For a date, what about the first Monday of the fall semester?
           1. K. Yousif: You cannot force consultations.
           2. A. Kummerow: If there is bad mentoring, a deadline does nothing.
25. L. Eberman: I think why a lot of the language was added was to get faculty to engage in a conversation to know it will go well.
26. T. Hawkins: This can be passed now and we can add a date at the new school year.
27. L. Brown: Yes, I agree.
28. S. Stofferahn: There is a two-month difference, which can be a complication. Under odd circumstances, you might put forward the file twice, which can be weird and needs to be clarified. If you put forward two sets of paperwork that is the difference between October and December.
29. L. Brown: We will be passing it with the parenthesis [“and/or”] and will have FAC revisit the date.

Adjournment: 4:45