

# **FACULTY SENATE**

## **AGENDA**

**Friday, October 10, 2003**

**3:00 P.M.**

**UC 206**

### **Announcements and Introductions**

**Report from Provost and Vice President Dr. Linda Bennett**

**Report from C. Christy Baker on Revised USI Creed & Task Force on Student Evaluation of Teaching**

**Approval of Minutes from meeting # 3 (September 26, 2003)**

### **Old Business**

- Charges for Standing Senate Committees**
- Review Faculty Senate Website Changes**
- Planning for Spring Faculty Meeting**

### **New Business**

University of Southern Indiana  
Faculty Senate Minutes  
Session #5  
Room: UC206  
Date: October 10, 2003

Approved

Members Present: C. Baker, L. Bennett, ex-officio, P. Cashel-Cordo, J. Davis-Brezette, P. Doss, A. Foroughi (in lieu of C. Ehlen), G. Freudenburg (in lieu of J. Bandoli), M. Graham, B. Johnson, T. Pickett (in lieu of G. May), K. Rodgers, S. Sullivan, K. Valadares

Members Absent: H. Ray Hoops, ex-officio, J. Bandoli, C. Ehlen, G. May

1. Call to order at 3:00 P.M.

2. Announcements

A moment of silence was observed for Susan Gooden from Teacher Education whose granddaughter passed away this week.

3. Report from Vice President for Academic Affairs, Dr. Linda L. M. Bennett - None

4. C. Baker presented a revised version of the Code of Ethics (dated 10/07/03) as well as passed around the conflict of interest and disclosure form. She will email a copy of both documents to senators so that it can be sent to constituents. The Code will be presented to the Board of Trustees at the November 10<sup>th</sup> meeting. She will ask Dr. Parrent (VP of Student Affairs) to attend a future senate meeting in order to discuss the USI Creed.

Dr. Bennett discussed the Task Force on Student Evaluation of Teaching. She has asked that this committee be reconvened to discuss the options (i.e. homegrown product) for evaluation of teaching as well as next steps in the process (such as the delivery medium or whether a teaching portfolio is warranted).

6. Minutes from September 26, 2003 (Session #2) were approved pending corrections. (Brezette/Doss)

7. Faculty Senate Committees charges (listed below)

- Economic Benefits committee – Responses for charges #2 and #3 due by Dec. 5, 2003. All others Economic Benefits charges due by March 30, 2004. (Rodgers/Doss)
- Assessment Committee – Dr. Bennett clarified the committee assigned to work on Assessment for the Higher Learning commission visit would not conflict with the work of the Assessment committee.



- A. Fourougi began a discussion and made a motion to add content to the University Core Curriculum. This content would require the addition of another Category (or Categories) to the UCC dealing with preparing students for specific 21<sup>st</sup> Century applications (i.e. technology, economical issues). After discussion, the motion was dropped and the intention was added into the Assessment Committee charge #4.

The following charges were approved for all Faculty Senate committees (P = Priority level)

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### **Faculty & Academic Affairs**

1. Conduct a survey of faculty satisfaction with current procedures for selecting department chairs and program directors, with the role played by faculty in those procedures. (S. Sullivan) **P1**
2. Conduct a survey of faculty satisfaction with current procedures for selecting deans and associate/assistant deans, with the role played by faculty in those procedures. (G. May, S. Sullivan). **P1**
3. To examine and evaluate the definition of "faculty" as it pertains to membership on committees requiring "faculty" representation. (J. Bandoli). **P1**
4. Continuation of charge #2 from last year. "Survey peer institutions' ratios of faculty to staff" in order to compare these data to the corresponding USI data that were provided in the FAAC report of April 2003. (S. Sullivan). **P2**

### **Student Affairs Committee**

1. Address the problem of different departmental scholarships having the same name but different requirements. (J. Bandoli). **P1**
2. Review Standards of Academic Progress (pg. 33, *USI Bulletin 2003-2005*). Specifically, review the current policy of placing a student on academic probation after completing 31 quality hours. (C. Baker). **P1**
3. Examine the need for health insurance for all students. Investigate a mandatory group major medical plan for all registered students. Further, develop an emergency evacuation procedure for students for medical and other emergencies during school related travel. (P. Doss). **P1**
4. Reexamine whether minuses should be added to the grading system. (S. Sullivan). **P2**
5. Assess the adequacy of accommodations and resources for students with disabilities in the counseling center and make recommendations if necessary. (G. May) **P2**

### **Economic Benefits Committee**

1. Examine the issues of compensation and benefits for part-time faculty at USI and peer institutions. (S. Sullivan).
2. Examine and make recommendations on compensation for faculty overload hours at USI and peer institutions. (S. Sullivan).
3. Examine and make recommendations on compensation for faculty/administrators who take over a class of a faculty member during the semester. (S. Sullivan)
4. Further examine average faculty salaries by ethnicity and gender to determine if any recommendations need to be made. (Economic Benefits Committee)

5. Review faculty salary and compression/inversion at USI. (Economic Benefits Committee)
6. Review the current policy on sick leaves and consider whether employees should be permitted to transfer their unused leaves to continuing employees with serious health problems. (Sullivan)
7. Complete an extensive study of sabbatical leave process and options. (Suggested by the Economic Benefits Committee as an issue for Faculty Affairs and Economic Benefits – See page 7 Final Report submitted by Economic Benefits Committee April 2003).

### **Curriculum Committee**

1. Review the current university “pass/no pass” policy in relationship to Math 100 and Eng 100. *As stated on page 38 of the University Bulletin the pass/no pass policy states: item 7. Under the pass/no pass option, a grade of P (Pass) is equivalent to a letter grade of D or above, a grade of NP (No Pass) is equivalent to an F.* (This causes a problem in a class such as MATH 100 which a student cannot be blocked from taking as pass/no pass since it is not a core course and it does not count toward any major; however, a C or better is required in MATH 100 to take any higher level math course.) Also to be considered is the following: Does a department from which a course originates have any authority as to whether a course may be taken under the pass/no pass option or what constitutes a passing grade? (K. Rodgers/P. Doss).
2. Review the wording in the Faculty Handbook on procedures and guidelines for minor modifications of programs. (Curriculum Committee)

### **Assessment Committee**

1. Compare institutional assessment progress against the HLC “Levels of Implementation” **P1**
2. Monitor Distance Education assessment and review. **P1**
3. Gather data on assessment processes at the programmatic and institutional levels. **P2**
4. Review end of year progress reports from the category Assessment Committees of the University Core Curriculum Council. Report on the utilization and implementation of the recommendations made by the category assessment committees of the UCCC. **P2**

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### **8. Old Business**

The Faculty senate website is undergoing some changes in order to improve access and availability to constituents. K. Valadares and C. Baker are responsible for updating the content of the site.

J. Bandoli and K. Rodgers will meet with Dr. Bennett and C. Baker to discuss the planning of the Spring 2004 Faculty meeting. They will keep the Senate informed.

### **9. The meeting adjourned at 4:50pm. (Johnson/Sullivan)**

Respectfully submitted by Kevin Valadares, Senate Secretary