

University of Southern Indiana
Faculty Senate Minutes
Session: 2
Room: UC 206
Date: September 15, 2006

Members Present: C. Baker (Chair), B. Boostrom, R. Butterfield (for B. Hooper), P. Cashel-Cordo, M. Dixon, P. Doss, M. Hamington, R. Hoebeke, J. Kempf, B. Long, M. Shaw, B. Wilding, L. Bennett, ex-officio

Members Absent: B. Hooper

1. Call to order at 7:30 A.M.

2. Announcements from the Chair:

A) Faculty Senate website

1. The website is now populated with committee members.
2. Training of committee Chairs will begin when all of the committee chairs have been elected.
3. Calendar of committees is in process with possible schedules for next meeting.

3. Announcements from Provost Linda Bennett:

A) Accreditation review meetings with the Higher Learning Commission

1. C. Baker has a complete schedule of meetings that will take place Sept. 25th -27th.
2. Two team members will meet with Faculty Senate Sept. 25th from 3:10 to 3:50 PM – place TBA.
3. Team members will convene an open meeting with all faculty who wish to attend Sept. 25th from 4:00 to 4:50 PM. Senators are asked to make the faculty in their respective Colleges aware of this meeting and encourage attendance.
4. An open meeting with team members and all students will convene on Sept. 25th from 4:00 to 4:50 PM. Faculty are asked to announce this meeting to students and encourage attendance.
5. The summary report meeting of the accreditation visitors will be Sept. 27th at 10:30 AM. This meeting is open to all.
6. A link to the accreditation visit self study is available on the USI homepage. Key meetings will be highlighted there.
7. During this 10-year accreditation review visit USI is seeking approval of our distance education programs.

B) Emergency policy from the University Student Affairs Committee

1. The Emergency Policy has been significantly revised. The revised policy will be sent to C. Baker for distribution.
2. The Emergency Policy and the Mental Health Policy will be sent together to all faculty.

3. Discussion took place re: both the Emergency Policy and the Mental Health Policy need to be in the Faculty Handbook, and the need for faculty training on critical policies was raised.

C) Security

1. Security is short-staffed. There have been concerns re: access to buildings.
2. Eagle Access card readers were installed in certain areas (e.g., selected building doors and labs in the Science and Engineering building).
3. Keys are being made available to staff and can be made available to students who are cleared to have them. In addition, Dr. Bennett commented that it is possible to have card readers installed on labs/classrooms where they do not exist and there is an identified need.

4. Minutes

The minutes of the August 23, 2006 Faculty Senate retreat meeting were reviewed and approved with corrections/changes (M. Hamington/B. Boostrom). Unanimous.

5. Old Business: Review of 2005-2006 Final Committee Reports

A) University Assessment Committee Report: no questions were raised.

B) University Curriculum Committee Report: item 6 questions were raised re:

1. There is no mention about putting pre-requisites in the University Bulletin – only in the Faculty Handbook.
2. Discussion occurred re: is junior/senior standing a pre-requisite?
3. Concerns were raised and discussion occurred re: 300 and 400-level courses that do not have any pre-requisites and is this not counter to the philosophy of demonstrating progression in complexity as one moves from lower to higher level courses.
4. Questions were raised re: the implementation of the University Curriculum Committee's recommendations for pre-requisites.
5. L. Bennett suggested that we move on and she will see if it is possible to hold on putting this into the Faculty Handbook until more discussions can be conducted with the University Curriculum Committee and Faculty Senate.
6. Item 4 request for clarification re: recommendation that the Registrar review classes yearly that have not been taught for 2 years. Is it to review classes that have not been taught for 3 years, as was stated in the Memo? No – it is classes that have not been taught for 2 years.

C) Economic Benefits Committee Report:

1. M. Dixon received a charge re: FMLA and how peer institutions handle parental leave. "Last year LA initiated/submitted a charge to the benefits committee to explore how peer institutions handled parental leave. The idea was that what USI has, in short, what FMLA gives us, and this doesn't work well for the academic portion of the university. Also, since parental leave was of concern to young faculty members planning families, a more progressive stance might be a way to help attract new faculty. What we got back from the committee only addressed a portion, if that, of the charge since they reported that we have FMLA."

2. Is it possible to review that charge as we submitted it last year and rework it so that it has clarity to accomplish its intent?
Motion to accept charge (M. Dixon/M. Shaw). All in favor, one abstention (C. Baker).
3. P. Cashel-Cordo received a charge re: the feasibility to provide long-term care insurance. A report back to Faculty Senate is needed from Human Resources on this.
4. Ad Hoc committee (to develop criteria to identify peer institutions, develop a definition of compensation for comparing USI with other schools, and generate a list of schools that goes to the Economic Benefits Committee) nominee names that Faculty Senate members obtained from their respective colleges are:
 - Dr. Jeff Thomas (College of Education and Human Services)
 - Dr. Michael Kearns (College of Liberal Arts)
 - Dr. Kent Scheller (College of Science and Engineering)
 - Dr. Peter Cashel-Cordo (College of Business)
 - A nominee is needed from the College of Nursing and Health Professions
- D) University Faculty Affairs Committee Report: Charge 6: The status (temporary policy versus permanent) of compensation for developing a course for the first time to be delivered online for distance education needs to go back to the Faculty Senate for review. Motion was made for Faculty Senate to accept as a charge this item (C. Baker/B. Boostrom). Unanimous.
- E) University FASTRC Committee Report: L. Bennett stated that the creation of the two new faculty awards needs to be acted upon. L. Bennett will put this forward as new charges.
- F) Promotions Committee Report: no questions were raised.
- G) Faculty Grievance and Hearing Committee Report: no questions were raised.
- H) Student Affairs Committee Report: item 2: questions/need for clarification were raised as to the intent – are we asking them to write a new honor code or make recommendations on the adoption of an honor code? It was concluded that the committee is to make recommendations regarding adoption of an honor code, and not to write an honor code.

6. Old Business: Review of Ongoing Committee Charges 2005-2006

- A) University Assessment Committee: Complete a comprehensive review and provide a list of assessment efforts at the University including departmental, college and administrative. (C. Baker/ P. Doss). Unanimous.
7. Please submit new charges to C. Baker 1 week prior to the next meeting.
8. **The meeting adjourned 8:53 a.m. Next meeting September 29th.**

Respectfully submitted by Roberta Hoebeke, Senate Secretary