

Faculty Senate Agenda

Friday November 19th 2010
3pm in UC 206

Minutes from Faculty Senate meeting on October 29th, 2010

Report from Ron Rochon, Provost

Report from Edith Hardcastle, Student Affairs Committee Chair

Report from Gina Berridge, Assessment Committee Chair

Report from Kent Scheller on the ad-hoc committee on Faculty Work.

Report from Chad Tew on the ad-hoc committee on Four-Year Graduation Rates.

Report from Adrian Gentle, Faculty Senate Chair

Unfinished Business

1. Definition of Adjunct Faculty

New Business

1. New Charges
 - a) Summer Advising

Adjourn.

Faculty Senate Minutes
November 19th

APPROVED

Meeting called to order at 3:00p.m.

Attendance: Daria Sevastianova, Bob Hooper, Chad Tew, Brandon Field, Bob Boostrom, Gina Berridge (Chair of the Assessment Committee), Maria Shirey, Peggy Shields, Kent Scheller (Vice Chair), Stephen Zehr, Vella Goebel, Edith Hardcastle (Chair of Student Affairs), Lesa Cagle (Secretary), Dr. Ron Rochon (Provost), Adrian Gentle (Chair)

October 29th Minutes were approved as amended:

- V. Goebel moved to approve minutes, B. Boostrom seconded.

Report from Ron Rochon, Provost:

- Recently attended the budget hearings in Indianapolis:
 - o The president of Indiana State University was asked a very direct question about their funding per student compared to USI's. Dr. Bennett was asked a similar question.
 - o President Bennett's primary request was for more full time faculty. The additional responsibilities of the full time faculty, including participation in governance and outreach, means hiring part-time faculty is not sufficient.
 - o It is clear that there will be no new funding this year.
 - o President Bennett requested consistency in funding formulas to enable planning.
 - o C. Tew commented that Ball State University argues that they need increased funding to fulfill their mission as a research university. He recommended that USI follow this model.

Report from Edith Hardcastle, Student Affairs Committee Chair:

- The committee recommends the following with regard to the non-attendance policy:

1) **Retain current schedule** for recording attendance.

“Any student who is enrolled in a full semester class and misses more than half of the class meetings in the 2nd through the 4th weeks without excuse should be reported as non-attending.”

2) **Recommend changing:**

- a) The date faculty must report non-attendance to **Wednesday** of 5th week of classes.
- b) The method of reporting non-attendance from a letter sent to their home address to e-mail so that they would more quickly receive notification.

- **Discussion**

- o B. Field: Was there any concern from Financial Aid?
 - o E. Hardcastle: This was not discussed
 - o A. Gentle: Is financial aid linked to refund deadline?
 - o K. Scheller: They consider the date of last attendance.
- The Student Affairs Committee is currently discussing the charges on Withdrawal and Free Speech.

Report from Gina Berridge, Assessment Committee Chair

- The Assessment Committee met on September 24th.
- We need all departments on the same page when dealing with assessment language, and as such, we have adopted the assessment glossary from the Pott College of Science and Engineering.
- A survey is underway of chairs and program directors regarding assessment practices, since each department does things differently. The committee will meet again when the data has been collected.
- **Discussion:**
 - o B. Field: Is it encouraged for centralization amongst the colleges
 - o G. Berridge: The intent is to find out what each department is doing.

Report from Kent Scheller on the ad-hoc committee on Faculty Work:

- There are inequities in faculty work, and the committee's charge is to review existing practices and make recommendations.
- As chair, I met with Dr. Rochon and discussed the committee's charges. He indicated that he does not want the work of the committee to be perfunctory.
- The committee has met once this semester, and is scheduled to meet again on November 30th.
- Committee Members are: Peter Cashel-Cordo (Business), Wes Durham (Liberal Arts), Aimee Luebben (Health & HP), Beth Hatt (Education and Human Services), Kent Scheller (Science and Engineering, Chair).

Report from Chad Tew on the ad-hoc committee on Four-Year Graduation Rates:

- The Ad-hoc Committee is looking at graduation rates and to considering policy changes that will help increase student success.
- Committee is investigating the advising software product u.Direct by RedLantern (formerly DARS):
 - o u.Direct is compatible with USI's existing DARS software.

- It will serve many needs, such as tracking.
- Interactive and usable by students and advisors.
- o This would turn advising away from shopping for classes.
- o The software is already being used in Indiana.
- o Recommend that Faculty Senate consider this as a budget line item.
- Considering an expanded model for advising, including an agreement plan where students commit to maintaining 15 hours.
- Committee Members: Katherine A. Draughon, Darrin Sorrells, Michael "Brody" Broshears, Lesa Cagle, Daria Sevastianova, Kristina Walker, Bob Jeffers, Chad Tew, Shelly Blunt, Jayne Tang, Eric Otto

Discussion:

- o P. Shields: Doesn't Indiana University have a contract with students to graduate in four years?
- o C. Tew: Yes. You can take more than 15 hours but you only have to pay for 15 hours. We need to set high standards and this will help stress importance.
- o S. Zehr: There are number of programs where students declare the major after several semesters, and so the advisor has little control over early courses. I suggest we make this a flexible process.
- o C. Tew mentioned his article published in The Shield, linking increased graduation rates with increased faculty engagement with research.
- o If we can increase graduation rates, we can get the Indiana Commission for Higher Education (ICHE) behind us. The university would then be able to transition to a research university.

Report from Adrian Gentle, Faculty Senate Chair:

- A. Gentle would like to thank all the committees chairs, on behalf of the Faculty Senate, for putting in the extra work and keeping the senate updated on their committee's progress.
- A. Gentle asked that all Senators reflect on the changes made this year to the way that sub-committees interact with the Senate. We do not want to ask extra work of our colleagues for no reason. We will review the process in the spring semester.
- All Senate sub-committee chairs have been asked to send their interim reports to me by Friday December 3rd and these will be reviewed at our December 10 meeting.
- Kathy Elpers, Chair of Promotions Committee, submitted the following report:

I was on the schedule to attend Faculty Senate this Friday to give an oral report on the University Promotions Committee. Our committee will hold its first meeting with the Provost on December 3, 2010. Since the role of this committee is to review faculty portfolios for promotion, our committee has not conducted any major business thus far this semester. As you are aware, I met with the Provost briefly

to discuss the Promotions Committee and some of our members met when the various committees met with the Provost.

- Distributed the latest Data Dashboard. Notes:
 - o Number of degrees conferred increased by 24 percent from 2000-2001 to 2009.
 - o M. Shirey: wants to highlight that the pass-rate of 2010 nursing graduates is 99 percent on their national exam (NCLEX). This ranks our scores as #1 in the state of Indiana.

Unfinished Business:

Topic: Definition of Adjunct Faculty

A. Gentle: The definition of adjuncts in the faculty handbook was discussed at a previous meeting. After discussion with Human Resources, it appears that the term adjunct is not used in contracts. Suggest that Senate consider recommending that the definition of adjuncts contained in the glossary of terms be replaced with the definition in Item III, "Types of Appointment and Tenure Policy", part II C 5: "Adjunct Appointees" on p. 46:

"Adjunct Appointees: The title "Adjunct" is used for persons who by their professional cooperation and on a part-time basis significantly assist the University in its academic programs. The person recommended to be an adjunct professor must be approved by the academic department and recommended through the usual channels. Adjunct faculty are not eligible for tenure."

A. Gentle distributed a sample adjunct, not part-time faculty, contract. This form has not been revised.

Discussion Summary: Adjunct faculty are semester by semester contract. The term does not refer to the number of hours taught. The term adjunct is used in the handbook, but not in the contract.

- There needs to be consensus regarding the category definitions between the Provost office, the department chairs, Human Resources, etc.
- The council of chairs should be informed of this discussion.

Questions:

- What is the definition of instructor, contract professor, part-time, etc?
- Does HR use the term? If not, should it be used in the handbook or by the University?
- Since they are working on benefits for adjuncts, should EBC discuss this topic?

S. Zehr: Withdraw motion and will be discussed at a future meeting, after further consultation with Human Resources, and the Office of the Provost.
Postponed for future discussion.

New Business:

Topic	Discussion	Decision
Summer Advising	<p>K. Scheller moved that the Faculty Affairs Committee, in conjunction with the Faculty Senate, develop a program through which summer advising is conducted by a cadre of willing faculty who are paid at a rate consistent with their efforts.</p> <p>C. Tew seconded.</p> <p>Discussion:</p> <p>A. Gentle: Does this need further review and discussion before sending to Provost office?</p> <p>S. Zehr. There is something like this found in the College of Liberal Arts. Nobody is required to advise in the summer, however a few advising fellows are compensated for their efforts in the summer.</p> <p>K. Scheller: Amend the previous motion to send to the Faculty Affairs committee.</p> <p>C. Tew: Seconded.</p>	<p>Motion passed unanimously.</p> <p>Send to FAC.</p>

K. Scheller moved to adjourn.

Adjourn 4:35 pm