

**Faculty Senate Agenda**  
**Friday September 30th 2011**  
**2-4pm in UC 205**

Meeting Secretary: Ethel Elkins

Minutes from Faculty Senate meeting on August 26th, 2011.

Update from Dr. Ron Rochon, Provost.

Update from Dr. Kent Scheller on Commission for Higher Education.

Report from Adrian Gentle, Faculty Senate Chair.

Unfinished Business

1. Student Grievance Committee
2. Graduate Teaching Loads

New Business

1. Financial Aid Disbursement
2. Adjunct and Overload Contracts
3. Promotion of Department Chairs
4. Faculty Pay Periods
5. Division of Outreach and Engagement Fellowships  
Linda Cleek, Director of Continuing Education

Next Meeting: October 21st at 2pm in UC 2206.

Adjourn.

Faculty Senate meeting 9/30/2011

Present: Kent Scheller, Brian Posler, Brandon Field, Ron Rochon, Adrian Gentle (Chair), Ethel Elkins (acting secretary), MT Hallock Morris, Maria Shirey, Steven Williams, Jennifer Williams, Daria Sevastianova, Marie Opartmy, Chair of Faculty Affairs

From Shield: Justin Law and Jessie Hellman

Call to order: 2:05PM

- ❖ Motion to approve amended minutes from 8/26/2011: Jennifer Williams, seconded by Kent Scheller. Unanimously approved.

- ❖ Report from Dr. Ron Rochon, Provost :

- Brian Posler, Kent Scheller and Dr. Rochon met regarding the language in the Faculty handbook and tenure/promotion. This issue came up during the search for a new Librarian. Kent and Brian will bring to the Senate for approval. It is important that current practices language be in place and practice and policy be linked.
- Dr. Rochon is seeking input/guidance from the graduate council and council of chairs - seeking nominations/feedback regarding an interim leader for graduate studies to replace Peggy Harrel who is retiring. Peggy submitted proposal regarding the establishment of a graduate school: Dr. Rochon will look closely at this idea and the issue of resources. He is seeking information anyone who might be interested. Please forward names to him.

Maria asked about profile of this person. Dr. Rochon: tenured rank of associate – length of service could be one semester, but doesn't anticipate conducting a search – will conduct discussion about graduate studies on our campus – a 1 to 1 ½ year interim possible.

- Yesterday Steve Leo from CNHP dean's search consulting firm was on campus meeting with several groups to seek input. Dr. Mohammad Khayum has replaced Micahel Akhaus as chair due to family issues. Dr. Steven Becker, dean of IU Medical School has been added to the committee. Dr. Rochon is asking for input from across campus – would like to have a strong national pool of candidates.

- Some adjustments to the campus calendar will be made to allow the Tenure/Promotion process to have more time for review of candidates. The handbook lists the submission date as May, but the practice has been March. This year, the date will be in April because of the committee's meeting date. The calendar that will go out next week will be adjusted to reflect these dates. April 27 will be the anticipated date for announcement of tenure. This will give Dept. Chairs more time to review dossiers.

Brandon asked how the adjusted dates affect the timeline for submission? Dr. Rochon stated that these dates actually give faculty a bit more time for submission and more time for review. He is pushing for more streamlined materials – less bulk.

MT asked about the dates for 2<sup>nd</sup>/4<sup>th</sup> year reviews. Dr. Rochon replied that their dates don't change at this point, the focus right now is to clean up the P/T process.

❖ Report from Dr. Kent Scheller on summer at the Commission for Higher Education (CHE):

- Kent asked about the potential for school of graduate studies – does that go thru commission? Dr. Rochon answered that we talking about new title – potentially another administrator – the focus of graduate education is a “ringing theme” at many meetings last year. Dr. Rochon feels like we have had a rubber stamp approach to graduate credentials – perhaps we should look at that
- The CHE is “not an issue” but during a recent session with the state budget committee in regard to raising tuition, the state budget director remarked that “you people are going to have to learn economy of scale” – increasing class sizes decreases net costs. He remarked that it works for other agencies and can work in education. Kent stated that Dr. Bennet knows that we need more faculty, but Kent wants the Senate to understand the environment in which we are working.

❖ Report from Dr. Adrian Gentle, Faculty Senate Chair:

- CORE Curriculum Task Force
  - Task Force continues to work on learning outcomes piece – the task force has some internal deadlines – looking at end of October for next draft

Steve asked Dr. Posler about the feedback to the committee – is there still an opportunity to offer suggestions? Brian answered that yes, some departments have written letters, etc. Future opportunities for input (i.e. open houses, etc.) may be up to the Senate.

Brandon inquired if it is the Task Force's understanding that they will disband after the next draft. He has a sense that they were temporary. Dr. Posler answered that the members received a small honorarium, but that the member's understand that the Senate will take over the "document."

Adrian suggested that their recommendation may be that another body is developed. He remarked that there is a Blackboard page in the Organization area, search for CORE, then guest tabs with information from the Task Force

- Reminded Jennifer and Ethel they are on the Spring workshop planning committee – will meet with Adrian
- Ad Hoc Committee on Faculty Governance will be co-chaired by MT and Steve Williams. Sudesh Mujumdar, Bob Boostrom, Vella Goebel, Joyce Gulley, Rick Hudson and Jane Johansen have volunteered to serve,
- Adrian attended Board of Trustees meeting - comparison of USI to other universities – see document attached – we had seen this document at the fall meeting as well.
- Adrian co-hosted Founders Day – celebration of those who have been here 25 years - no faculty showed up – two faculty on list, one honored but unable to be present.
- Spring commencement info was sent out – 5 commencements -- see attached

Brandon voiced concern about parking arrangements – receptions/photo ops – will people really leave in time to rotate parking lots? Dr. Rochon stated that parking lots will probably be roped off so they can more effectively be rotated. Additionally, faculty will select alumni to give the keynote address. The most senior faculty will carry in the college banner. He will keep us posted as planning continues.

- Adrian is attending a meeting of the Administrative Senate next week to talk about any charges the two groups may have in common.
- Environmental Stewardship Committee needs representation. Has one nomination - 1 student/1 faculty needed. Students and faculty should be approached to determine if they will serve.

Brandon inquired as to the length of student terms? Adrian: 3 year staggered terms – get names to Adrian by Thursday at 4:30, along with a short bio and paragraph of interest. Adrian will do ballot via email.

❖ Unfinished business

- Student Academic Grievance Committee – none of names received were tenured – Cindy Deloney-Marino will accept re-nomination – undergraduate faculty – need 2 tenured faculty members/1 student
- Grad. Teaching loads charge – Marie here for this. First sent to Senate 9/25/2009. Not considered because Faculty Affairs committee did not meet that year. Reconsidered last August at Faculty Senate retreat - agreed to re-issue charge to Faculty Affairs committee, has been floating around for a while. Charge is related to Graduate Studies: discrepancies in how graduate teaching loads are compensated. Concern that it may be treated more seriously in some colleges. Graduate Council did issue statement supporting additional prep time/release time for those teaching in graduate programs

Marie agrees that the Faculty Affairs Committee will consider the charge. Kent made a motion seconded by Brandon to send this charge to the Faculty Affairs Committee.

Brandon wondered if there will be any effect of graduate studies being involved if the university is going to consider a school of Graduate Studies. Dr. Rochon agrees the issue needs to be addressed. He noted that it varies across the university. Dr. Rochon is wondering how to more effectively address issues/charges effectively as busy as we all are.

Kent notes that we need to look at what are other institutions doing? Marie agrees and notes that Faculty Affairs will look at this approach.

Maria – are there other similar issues? Dr. Rochon: We do have other issues but generally related to undergraduates re: Recruitment/Admissions – how can we work smarter.

Unanimously approved to send charge to Faculty Affairs Committee

- Charge re financial aid disbursement – dates impede students getting texts, etc. Kent questions not sure why this is here? Very important, but not our prevue, so disagrees with call for motion.

Brian: seems like an odd charge...this week there are new Federal regulations that will help correct the problem. Brandon: almost a non-issue, though Brian says more complicated than that, we allow students to enroll very late for staff to get packets processed, problem is compounded when students are late admitted, then have to wait for financial aid processing – issue may be not earlier deadline for admissions/enrollment – some issues driven by other policies/issues. We have student who qualify but never attend so we have to make sure they don't get "refund" if they are not attending – we like to wait till students are really here.

Brandon asked how do new regulations impact – Brian: We’ve always complied with all regulations – would be interested in more stringent attendance reporting first week – students who never come, count against us on retention – we don’t find this out until after census day.

Jennifer asked about how numbers. Brian: 95% took survey on assessment day – in follow-up phone calls we often hear, “I never went to campus, I’m at Ivy Tech, etc.” We need better system to address this.

Kent states that this seems like a lot of systematic issues; nothing for Senate to address... need discussion, but not here. Not under scope of senate. This is an administrative issue, but not ours. Dr. Rochon will have Brian bring the issue to Marsha Kesling to look with Mary Jo re providing services to students.

- Adjunct and overload Contracts - Sent by dept. chair – Hours and Pay fine, but contract not clear, HR saying doesn’t matter unless pay wrong – concern is setting university up for problems.

Brandon suggests that some responsibility is on the shoulders of the contractee. Marie agrees.

MT had a personal issue with a summer contract, wonders who initiates contracts?  
Administrative Assistants or HR

Kent made a motion to send this charge to Economic Benefits Committee. MT seconded

Brandon wonders if this is a charge for the senate or for the Administrative Senate? Brian noted that there are some more complicated contracts, ratios, etc.

Maria: Centralized responsibility –where are contracts initiated? Brian: at request of deans who work with chairs – Brian - contracts come from somewhere? Dr. Rochon: suggests that going to the Economic Benefits to review is appropriate because Donna Evinger is on that committee

Motion passed with 1 abstention.

- Promotion of Dept. Chairs – Administrative duties lead to a disadvantage- the request is NOT that dept. chairs expect to do no research, but that the balance is different when the P/T committee reviews their work. The request is to look into the language in the Faculty Handbook.

Steve made motion, seconded by MT to send this charge to the Faculty Affairs Committee.

Steve suggests that language is not consistent even within colleges – that expectations vary even in departments. Agrees with the essence of the charge and notes that lots of service work as “thankless” especially when promotion is considered.

Brandon agrees that handbook language needs to reflect the importance and necessity of service work.

Jennifer noted that some department chairs are untenured, that previously tenured faculty was not allowed due to the possibility of upsetting those who are in the role of being evaluated, also the issue of dept. chairs not always being in that position – thinking of others who have large service loads.

Steve notes that it is the responsibility of faculty to determine what ratios of scholarship/service are needed. Jennifer notes that if the “spirit” of this charge is about department chairs, then needs to be noted as such.

MT noted that CNHP doesn’t even have department chairs – so needs to include appropriate working

Motion unanimously passed to send charge to Faculty Affairs Committee

- Charge on faculty pay periods – discussed in past (2009). The issue is that new faculty may not get paid for 6 weeks. Bank loans, personal loans, etc. have been given to assist new faculty. The charge is to adjust pay to the calendar month in which the faculty member first works.

Motion made by Kent, seconded by MT to send this issue to the Economic Benefits Committee.

Steve thinks this is a huge imposition to new people straight out of grad school and that it is essential that something be done. Daria notes it is uncommon to not have moving expenses which would help. Dr. Rochon noted that there has been discussion of USI providing moving expenses. He will also talk directly with Mark Rozewski.

Voted unanimously to send this charge to Economic Benefits committee

❖ Linda Cleek was present to discuss fellowship/ outreach and engagement.

- 3 faculty fellowship opportunities – all with different guidelines
  - Center for Applied Research – up to 2 for regional engagement projects – measuring impact of local partners or organizations, environmental programs, etc. – requires regional partner- send questions to Elissa Bakke

CAR – up to 2 - regional engagement project – measuring impact local regional -- regional partner or organization Elyssa Backe

HSIND - Darrell Bigham – single\$ 4000 award – scholarly priority Historic Southern IN  
- Karen Bonnell received award for program running on WNIN re history of area

New Harmony Out/Engagement Fellow – up to \$20,000/year for up to 4 recipients – require partner in New Harmony and must benefit USI/New Harmony partnership. Marie is recipient - two grad students partnered Ford Home needs assessment within a 15 mile radius – looked at Health care needs and other needs – 75 individual focus groups – needs model to address 55 and older needs in NH- currently analyzing data- contact Missy Parkinson for info

Oct. 18<sup>th</sup> at 4:00 UCE 2022 there will be info session to answer questions for any interested parties

Info also posted on Outreach and Engagement website... email was also sent.

- ❖ Dr. Rochon: May have some resources in his office – grant dollars to be directed at non-tenure faculty / tenure track faculty who need support for research – maybe as much as \$50,000 available.

There was some discussion about various options/how much awards should be/who to go to (i.e. new faculty may already have research /publication established) – Daria suggested \$5000 awards as some conferences are expensive – Kent noted that middle group (in tenure process but not yet tenured) often get left out of awards – other misc. conversation / suggestions. Dr. Rochon will keep us posted on possible funds

- ❖ Kent moved to adjourn: passed by acclamation, at 3:30 p.m.
- ❖ Next meeting: October 21 at 2PM in UC2206.