

Faculty Senate Agenda
Wednesday May 4th 2011
3pm in HP 2027

Minutes from Faculty Senate meeting on April 15th, 2010.

Report from Dr. Ron Rochon, Provost.

Report from Adrian Gentle, Faculty Senate Chair.

Unfinished Business

1. Advising Language
2. Academic Freedom

New Business

1. Report from David Black, Chair of the FASTRC.
2. Report from Marie Opatrny, Chair of the Faculty Affairs Committee.
 - a) New Recommendations: Nepotism and Consensual Relationships
3. Report from Edith Hardcastle, Chair of the Student Affairs Committee.
4. Report from Yalçin Sarol, Chair of the Economics Benefits Committee.
5. Bookstore Update: Steve Bridges, Assistant VP for Business Affairs and Mike Goelzhauser, Bookstore Manager
6. Administrative Senate: Sick Time Reporting
7. Election of Faculty Senate Chair for 2011-12

Next Meeting: Fall Retreat, Tentatively Scheduled for 8-12 Thursday August 18th, 2011.

Adjourn.

**Faculty Senate Minutes
May 4, 2011**

APPROVED

Meeting called to order at 3:00pm.

Attendance: Manfen Chen, Chad Tew, Brandon Field, Bob Boostrom, Maria Shirey, Peggy Shields, Marilyn Ostendorf, Kent Scheller (Vice Chair), Vella Goebel, Adrian Gentle (Chair), Ron Rochon (Provost), Brian Posner (Assistant Provost for Undergraduate Affairs), David Black (Chair of FASTRC), Shelly Blunt (Advising Council), Edith Hardcastle (Chair of Student Affairs), Yalçin Sarol (Chair of Economic Benefits), Marie Opatrny (Chair of Faculty Affairs), Steve Bridges (Assistant VP for Business Affairs), Mike Goelzhauser (Bookstore Manager), M. Woodburn and P. Hopson (Administrative Senate).

Minutes from April 15 meeting approved.

C. Tew/V. Goebel. 1 abstention.

Report from Dr. Ron Rochon, Provost:

- Would like to continue discussion of Tenure and Promotion in the fall, and will present proposed language to the Faculty Senate Retreat.

Report from Adrian Gentle, Faculty Senate Chair:

- The following faculty were elected to Faculty Senate for 2011-13 terms:

College	Representative	Alternate
Business	Jennifer Williams	Jane Johansen
Nursing & HP	Anthony Schmitt	Ethel Elkins
Liberal Arts	Mary Hallock-Morris	Tamara Hunt
Science & Engineering	Adrian Gentle	Cindy DeLoney-Marino
At Large	Steven Williams	Joyce Gulley

- K. Scheller is one of three finalists for the faculty seat on the Indiana Commission of Higher Education. Governor Daniels will make the final selection. There were 37 faculty members considered from across the state.
- K. Scheller, J. Evey and M. Hallock-Morris represented USI at the Faculty Leadership conference in Indianapolis, April 29-30th 2011.
- The Faculty Senate retreat will be held on Thursday, August 18, 2011.

C. Tew: Move to amend the order of business to consider committee reports before unfinished business.

K. Scheller: Second.

Motion carried unanimously.

Topic	Discussion	Decision
FASTRC Report	<p>D. Black, Chair of FASTRC, presented the annual report of the committee:</p> <p>The committee met five times this semester; There were five recognition awards for academic advising. There were three classifications of research awards as well.</p> <p>Next year's chair will be John Donnelly.</p> <p>C. Tew: Move to adopt the report from FASTRC. Second: B. Field</p>	Report adopted.
Faculty Affairs Committee Report	<p>M. Opatrny, Chair of Faculty Affairs:</p> <p>The committee met ten times this semester and considered six charges from Faculty Senate. The FAC has already forwarded recommendations to Senate on four of the charges. The final report contains new recommendations on Nepotism and Consensual relationships, and Academic Freedom.</p> <p><u>Consensual Relationship Policy:</u></p> <p>A.Gentle: Does the consensual relationship policy you recommend replace part A in section F-4 of the Handbook?</p> <p>M. Opatrny: Supervisor and employee relationship will be replaced by nepotism; student faculty relationships will be replaced by consensual relationships. We considered them both important and felt that they needed to be separated. The statements must be clear and comprehensive.</p> <p>A. Gentle: Is there a motion on this recommendation?</p> <p>No motion. Discussion indicated that Senate felt ill-prepared to move on the recommendation without further review. The chair indicated that the recommendation would be reconsidered at the fall Retreat.</p> <p><u>Academic Freedom Statement:</u></p>	Deferred to Fall 2011

	<p>The FAC submitted a revised statement on academic freedom after reviewing the recommendations of the MLA, AAUP and statements from other universities.</p> <p>A. Gentle introduced an amended statement, based on the FAC report, together with the additional condition that faculty are “entitled to speak and write without institutional constraint or discipline on matters related to professional duties and the functioning of the University”. This line was added to address the original concerns of Senate, that faculty should benefit from academic freedom in their work on shared governance.</p> <p>C. Tew: Move to further amend the statement to remove the word scrupulously. Seconded: V. Goebel</p> <p>M. Shirey: Move to remove “when acting beyond their area of expertise.” Seconded: B. Boostrom.</p> <p>B. Posler: The third bullet is a little bit too broad; “without constraint or discipline”. What effect does this have on faculty with administrative appointments?</p> <p>C. Tew: There are issues that could possible arise with free speech rights; and even though you may disagree with what someone says, it is their free speech.</p> <p>K. Scheller: The third bullet is very different than the other bullets. It does not limit the retribution to administrative faculty in relation to their administrative appointment.</p> <p>C. Tew: Move to accept the distributed statement, as amended. Seconded: V. Goebel</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p> <p>Motion passed unanimously. Forward recommendation to the Provost.</p>
<p>Student Affairs Committee Report</p>	<p>E. Hardcastle, Chair of Student Affairs:</p> <p>The Student Affairs Committee discussed some important issues this year, but the only new recommendations in the final report are the Drop and Retake policies.</p> <p><u>Drop Policy</u></p> <p>A) We recommend a policy similar to Purdue University,</p>	

where the last date to drop a class is at the end of the ninth week. This is past the midterm. Shorter courses would be after 60% of class meetings.

B) After the final drop date a student must petition in writing, and such drops only be allowed if there is documented evidence of extended illness or equivalent distress.

C) We recommend there be no set number of withdrawals throughout the undergraduate career.

Retake Policy

A) We recommend that a student can retake a class to change a grade below an A, but that the student may only repeat a course once. Only the second grade should count for GPA, and both grades should appear on the students transcript.

B) We do not believe that a student should pay more to re-take a class.

Discussion:

P. Shields: Did your committee have discussions with the financial aid committee?

E. Hardcastle: No, we did not.

P. Shields: This policy would need to coincide with their policies already in place.

A.Gentle: Was the intention of the recommendation to help those who fail and need to re-take, or those who got a C and want improve their grade?

E. Hardcastle: It was intended to minimize those students who were taking a course 4 or 5 times and taking up spaces in courses from other students.

C. Tew: This issue needs to focus on the 4-year graduation rate. The recommendations need to be separated and discussed individually.

C. Tew: Move to adopt drop policy parts A and B without part C.

Seconded: B. Boostrom

C. Tew: I believe these changes will be popular with the faculty.

4 in favor, 5 opposed, no abstentions. Motion defeated.

	<p>K. Scheller: After that ninth week, the student makes the decision to drop or withdrawal; and they are responsible for the grade they receive. This is a dramatic departure from the way we do business.</p> <p>B. Field: No one is arguing that the drop policy doesn't need to change, but the external constraints, such as financial aid, need to be examined before we act on this issue.</p> <p>B. Posler: Was the Registrar's Office or Dean of Students part of this discussion on policy?</p> <p>E. Hardcastle: No.</p> <p>C. Tew: These changes significantly shift the balance and require greater student responsibility.</p> <p>C. Tew: Move to refer this recommendation from Student Affairs to an ad-hoc sub-committee of Senate in the fall. Seconded: M. Chen</p> <p>C. Tew: Move to refer charge on drop and retake policy back to the Student Affairs Committee for discussions next fall. Second: B. Boostrom</p> <p>C. Tew: We have not discussed charge 3, the quarantine of free speech at USI. There has been no action on this.</p> <p>C. Tew: Move to return charge 3 to the SAC. Second: B. Boostrom</p> <p>C. Tew: Move to take the non-attendance reporting date, and allow Provost's Office to pick date for non-attendance reporting. Seconded: M. Chen</p> <p>C. Tew: The President stated that this was an issue that needed to be dealt with; it is affecting the 4-year graduation rate. We should support the Provost's Office and give the Provost the opportunity to set a date.</p> <p>P. Shields: I believe the current drop date is set because of the Financial Aid Office's policies.</p>	<p>3 in favor, 5 opposed, 1 abstention. Motion defeated.</p> <p>8 in favor, 1 abstention. Motion passed. Return to SAC.</p> <p>Motion passed unanimously. Return to SAC.</p> <p>1 in favor, 8 opposed. Motion does not pass.</p>
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	<p>B. Field: We are counteracting the idea that the student should be more responsible on this issue. To send it to the administration to overturn the decisions that our colleagues have made is wrong.</p> <p>C. Tew: There is a non-attendance recording policy and it has nothing to do with student responsibility. The date was only changed by 1 day; that is not a significant change; and sending it to the Provost's Office will give a chance to make that change.</p>	
<p>Economic Benefits Committee</p>	<p>Y. Sarol, Chair of Economic Benefits:</p> <p>The report contains recommendations for all but one of the charges from Senate. We do not have a specific recommendation for the merit pay charge; rather, we hope that the information provided starts a conversation. We believe that it needs to be discussed in a larger venue than the EBC.</p> <p><u>Merit Pay Increases</u></p> <p>A.Gentle: Reminded the senate that we have received S. Zehr's comments by email.</p> <p>(No motion)</p> <p><u>Adjunct and Dependent Fee Waivers</u></p> <p>B. Boostrom: Move to adopt recommendation on fee waivers. Seconded: P. Shields</p> <p><u>Adjunct Health Insurance</u></p> <p>Y. Sarol: We recommend waiting for the 2014 healthcare exchange to take place before considering specific changes. At that time USI will have to offer healthcare insurance to part-time faculty. In the meantime, we are investigating other available mini-med plans, and have provided information in our report on existing options.</p> <p>P. Shields: Move to adopt recommendation. V. Geobel: Second</p> <p>Discussion:</p> <p>P. Shields: was human resources consulted on this issue?</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p>

	<p>Y. Sarol: Yes.</p> <p>B. Posner: Is there any estimation on the cost of the mini-med plans?</p> <p>Y. Sarol: Mini-meds do not cost the University anything.</p> <p><u>Per Diem Rates</u></p> <p>Y. Sarol: The EBC recommends that USI adopt the federal per diem rates for travel.</p> <p>P. Shield: Move to accept the recommendation Seconded: B. Boostrom</p>	<p>Motion passed unanimously.</p>
<p>Advising Language</p>	<p>A.Gentle: This proposed Handbook language on advising was discussed on Feb. 18th. My recommendation today is that we recommend that to the Provost's Office as is, or send it to a subcommittee.</p> <p>S. Blunt: Whatever is done, the Advising Council will forward it to the Provost's Office.</p> <p>B. Boostrom: Moves to endorse the recommendation and send to the Provost's Office. Seconded: P. Shields</p>	<p>Motion passed unanimously.</p>
<p>Bookstore</p>	<p>S. Bridges: We are hear to share information with faculty regarding the bookstore, and to ask for feedback from faculty on the work of the bookstore.</p> <p>One item I'd like faculty to be aware of is the four training sessions for faculty about ordering processes that will be help. Our goal is to reduce the price of books for students. Therefore, we need to receive book orders from faculty in a timely manner.</p> <p>M. Goelzhauser: I would like to know what could strengthen the relationship between the faculty and the bookstore. We are trying to ensure the money is coming back to the university. What can we do better to improve?</p> <p>Discussion:</p> <p>C. Tew: On electronic books, there is no policy on this; we need a different policy to return those books. Also, the delivery system of the ebooks needs to be improved; he</p>	

	<p>noted that students sometimes throw away the activation codes and if they have trouble, there is no one available to help those students.</p> <p>M. Chen: Loose-leaf books are a good idea, but the bookstore does not purchase loose-leaf books back at the end of semesters.</p> <p>M. Goelzhauser: The publishing companies have found a way to sell new books by selling them loose-leaf; then when the bookstore receives those books we can bind them before selling so that we are able to buy them back later.</p> <p>B. Field: The bookstore owns the USI logo rights; and the engineering department has many student organizations that want to use the word mark on t-shirts for competitions. The current policy makes the organizations pay the royalty fees upfront and then be reimbursed; but these organizations cannot afford the royalty fees and therefore prevents those organizations from using the word mark.</p> <p>S. Bridges: It sounds like a reasonable request and we will bring that forward.</p> <p>B. Posner: they should look into screen-printing the t-shirts; it could be a nice profit center for the university.</p> <p>M Goelzhauser: We are looking into that at the moment.</p>	
<p>Sick Leave Reporting</p>	<p>M. Woodburn and P. Hopson from Administrative Senate requests the support of Faculty Senate for its recommendation that the distinction between types of sick time should be eliminated. Currently an employee can use sick time due to their own illness, or to care for an immediate family member. After comparing our policy to that of other universities of similar size, Administrative Senate recommends that the policy should be streamlined.</p> <p>C. Tew: Move to endorse the Administrative Senate’s recommendation on sick leave usage. Seconded: K. Scheller</p> <p>Discussion: B. Field: Does the recommendation include a change in the vocabulary?</p> <p>M. Woodburn: No it does not.</p> <p>B. Posner: Does anyone verify why a faculty member was</p>	<p>Motion passed unanimously.</p>

	<p>absent?</p> <p>M. Woodburn: It is up to the individual supervisor to verify the absence.</p>	
<p>Faculty Senate Chair</p>	<p>The Chair invites nominations for Chair of Faculty Senate for the 2011-12 academic year.</p> <p>P. Shields: Nominates A. Gentle Seconded: K. Scheller</p> <p>There being no further nominations, A. Gentle was elected by acclamation.</p>	

Meeting adjourned: 5:10 p.m.