

Faculty Senate Retreat Agenda  
Wednesday, August 26, 2009  
Legence Bank  
8:30 - 1:00 pm  
Draft (8/21/09)

8:15 Breakfast

8:15 Welcome and introductions  
University Update – Dr. Linda Bennett, USI President and Dr. Nadine Coudret,  
Interim Provost & Vice President of Academic Affairs

9:45 Call meeting to order

Approve Minutes from May 4, 2009 meeting

New Business

1. Election of vice chair
2. Election of secretary
3. Election of University Advisory Committees
  - a. Student Grievance Committee
  - b. Student Publications
  - c. EEO Appeal and Hearing
4. Decide meeting time and dates

1. Review of 2008 – 2009 completed charges
2. Summary of Lesa's meeting with Mark Rozewski
3. Handicapped parking
4. Litter policy enforcement
5. Review of information gathered on smoking policies and litter policies
6. Update of Banner Work Group
7. Review new form for submitting charges to committees
8. New charges
9. Honor code development

## 10. USI Assessment Process

Faculty Senate meeting, August 26, 2009

Meeting began 8: 30 pm

**Attendance:** Joy Peluchette, Adrian Gentle, Chad Tew, Marie Opatrny , Kent Scheller, Provost N. Coudret (Interim University Provost), Lesa Cagle (Faculty Senate Chair), Mellisa Hall (Recording Secretary), Todd Schroer. University of Southern Indiana President L. Bennett (USI President), Vella Goebel, Robert Hooper (at large). Absent: Peter Cashel-Cordo, Sudesh Mujumdar.

**President Bennett:** Discussion of strategic planning efforts. Currently working with multiple task forces and different members to hear different opinions on how to move USI into the future. Goal to improve visibility of the University and to promote quality of education at the University. Goal also to form a campus sustainability committee for the University.

### **Announcements:**

#### **August Dean's Meeting Summary:**

1. Distance education presence encouraged in all colleges Resources for faculty through Instructional Technology Department.
2. Military-friendly campus – USI awarded. Details pending.
3. Course Evaluations – will show up on student's Bb page for electronic completion.
4. Paper course evaluations also available to non-distance ed. courses.
5. Census day for students: at the close 5<sup>th</sup> day of classes for fall.
6. Census day for faculty: at the close of classes on Oct. 15<sup>th</sup>.
7. University Diversity Committee: wants to use Faculty Senate as a vehicle for communication to all faculty.
8. Inaugural Events:
  - \* Inauguration Symposium is Wednesday October 14, 3:00 to 4:00 and the speaker is Constantine Curris. The reception follows. The event is hosted by the Faculty Senate.
  - Inauguration Ceremony – Thursday, October 15<sup>th</sup> at 3:00 to 4:00 with a reception following.

#### **Other:**

1. C. Tew announced: Diversity Award awarded to USI for same-sex benefits package.

**Provost Report:** Important emphasis from Provost's office: include support of new faculty and adjunct faculty, diversity of university students, expand on-line delivery opportunities (with quality as an emphasis), reach out to associate degree population, increase articulation agreements between associate-degree institutions, and international student programs including scholarships. Dr. Coudret discussed "open-door" policy of Provost's office.

**Minutes May 4, 2009:** Minutes accepted with revisions. Motion: V. Goebel, R. Hooper seconded. 3 abstentions.

Topic	Discussion	Decision
Blackboard as course management	Provost requests that all courses offered at the university have at a minimum the course syllabus on Blackboard and be able to post announcements through Bb.	No decision.
H1N1 Flu/Faculty	Consider a back- up plan for courses should faculty be out with flu for the minimum of 7 days as required.	No decision.
H1N1 Flu-Announcement to Students	Suggestion to announce on first day of class CDC guided policy for student absence. "If you are sick, you may be ill for a week or longer. You should stay home and keep away from others as much as possible, including avoiding travel and not going to work or school, for at least 24 hours after your fever is gone except to get medical care or for other necessities. (Your fever should be gone without the use of fever-reducing medicine.) If you leave the house to seek medical care, wear a facemask, if available and tolerable, and cover your coughs and sneezes with a tissue. In general, you should avoid contact with other people as much as possible to keep from spreading your illness, especially people at increased risk of severe illness from influenza." CDC. <a href="http://www.cdc.gov/h1n1flu/sick.htm">http://www.cdc.gov/h1n1flu/sick.htm</a>	No decision.
Handicapped Parking	Consider open more parking around Liberal Arts building. Moving building materials off of parking spaces.	Provost to evaluate and discuss with M. Rowewski.
Voting for Offices	Vice-Chair: K. Scheller, Motion. M. Opatrny, R. Hooper – seconded. Recording Secretary: M. Hall Motion: K. Scheller, V. Goebel. Further discussion centered on obtaining a paid position (such as a graduate student worker) to attend meetings and take minutes.	Vice Chair: K. Scheller Recording Secretary: M. Hall
Committees needing faculty representation	Nominations for Officers – will nominate by September 2 <sup>nd</sup> . 1. Student Academic Grievance x 2, 2. Publication x 1, 3. Equal Employment Opportunities x 2.	Electronic vote: ballot sent by L. Cagle on September 4 <sup>th</sup> .
Meeting Times and Dates	Dates: September 11 <sup>th</sup> , 25 <sup>th</sup> . October 9 <sup>th</sup> , (alternate 23 <sup>rd</sup> ??)	Friday's at 3p.

	November 20 <sup>th</sup> December 11 <sup>th</sup>	
Formative Assessment of Classroom Teaching (FACT Program)	Program flyer presented. Program available to all faculty members. Program facilitated through Center for Academic Creativity.	No decision.
Revised Senate Charges for 2008-2009	<p>Finalized report distributed and reviewed.</p> <ol style="list-style-type: none"> <li>1. Assessment to be reviewed in future meeting.</li> <li>2. Economic Benefits: Family Friendly Campus (FFC)</li> </ol> <p>Covering classes for a fellow faculty member who is absence extensively.</p> <ol style="list-style-type: none"> <li>3. Faculty Affairs: gender identification in non-discrimination policy.</li> </ol> <p>Reduction of teaching loads.</p> <p>Hiring process.</p> <p>Ombuds position.</p> <p>Promotion committee – communication re: ineligible faculty to participate on committee.</p> <ol style="list-style-type: none"> <li>4. Faculty Grievance &amp; Hearing</li> </ol>	<p>2. Invite Kathy Funke to report status on FFC in December.</p> <p>L. Cagle to report status for compensation for faculty that is covering.</p> <p>L. Cagle to report status from Faculty Affairs.</p> <p>Continued Charge</p> <p>Continued – invite FA Chair, C. Baker, to the Sept. 11<sup>th</sup> meeting.</p> <p>Completed, but new charge pending.</p> <p>Recommend change announced in all colleges by Deans. Request to Academic Affairs Committee.</p> <p>Request T. Schroer to clarify if faculty serving as committee members are at risk at being named in suits personally. Motion: K. Scheller, V. Goebel.</p>

	5. Student Affairs	Fresh Start program to continue discussing timeline.
	Student ID Cards – status of expiration date.	L. Cagle to ask Administrative Counsel.
	Graduation with Honors	L Cagle to check status to assure students are being notified of current policy. Charge may be redefined.
	6. Faculty Senate: Medical Withdrawal Process	Charge to change medical withdrawal process – new changes sent to legal. Vote pending.
	7. Graduate Council: graduate faculty status.	L. Cagle to follow up
	8. Academic Affairs: Counseling Center	In process.
	Summer Calendar	In process.
	Handicapped Parking	L. Cagle to discuss with Provost -Consider opening up spaces that are now closed for construction. -University Center now has free parking for handicapped students. -Special arrangements may also be arranged to assist students to class if arranged with Security once arriving on campus.
	Medical Withdrawal Policy	
	Litter Policy	

Provided policy that has been reviewed by University's legal counsel.

Enforcing policy is not currently done. Motion to deal with smoking policy prior to dealing with litter policy (litter mainly from cigarette butts).

Will vote on policy next meeting.

New Charges	Forward to senate members prior to next meeting if possible.	Smoking Committee to determine.

Meeting Concluded at 12:35p.