

**Memorandum**

To: All faculty  
From: David W. Kinsey  
Date: September 11, 1991  
Subject: Faculty Senate Meeting # 2

The Faculty Senate will meet at 3 p.m., Friday, September 20, 1991 in UC-308.

**AGENDA**

**FACULTY SENATE**

Session 2

1. Approval of minutes from session 1.
2. Report from President Rice.
3. Report from Vice President Reid.
4. Prioritization of charges to the standing committees.
5. Old business.
6. New business.
7. Announcements.
8. Adjournment.

approved

University of Southern Indiana  
Faculty Senate Minutes  
Session 2  
September 20, 1991

Members Present: D. Kinsey, Chairman; Professors Aakhus, Bertram, Boyd, Denner, Elpers, Hemaida, Hildebrand, Melander, Shaw and Waters

Ex Officio Members Present: Dr. Reid, President Rice, Dr. Singer

Guests Present: M. Arend

1. The meeting was called to order at 3:03 p.m. by Dr. Kinsey.
2. The minutes were approved as amended.
3. Report from President Rice: Dr. Rice placed special emphasis on the fact that planning for the next biennium budget (1993-95) is underway. He asked faculty who are involved in the development of new degree programs to be sure to have the material completed for the November meeting of the Board of Trustees. It was also mentioned that cost increases in the operating budget as well as special increases should be brought forth. With respect to special increases Dr. Rice mentioned the increasing focus of faculty on in service programs to the schools. This may involve the use of televised lectures over channel 9 for credit as well as non-credit. He indicated that he would circulate a recent article on "Distance Education" to members of the Faculty Senate. Dr. Rice also mentioned that calls to local officials may be in order to encourage action on the interchange for the campus. It was reported that the Health Professions Building has reached the last step with respect to its approval process. It was reported that the budget Director would encourage the State Legislature to approve no new capital funding projects for the 1993-95 biennium. The rationale for this was that if there were to be no new building in that period that there would be a turnover of projects whose payment by that time would be complete and then new projects in the next biennium would not involve any increases in state funding to cover their costs.
4. Report from Vice President Reid: Dr. Reid reported that planning for the spring schedule is underway and that a tentative summer schedule is also under way.
5. Charges to the standing committees
  - a. Curricular Committee: Assess the need for putting together a graduate bulletin. The committee was asked to submit a report by February 15, 1992. It was also noted that the agendas and meeting times of the Graduate Council should be published in the University Notes. It was also noted that procedures should be developed for the approval of graduate courses as well as new programs.
  - b. Faculty and Academic Affairs Committee:
    1. It was reported that the ad-hoc committee on the criteria used to determine membership to the Promotions Committee is under study.
    2. It was established that the committee should report by November 1, 1991 on the university's liability policies with respect to consultation done by faculty in assisting agencies outside the university and receive clarification in writing.

3. It was established that the committee should report by January 15, 1992 on the interpretation and use of the student evaluation process of the faculty. This charge is further articulated in the final report of last years committee.
  - c. Promotions Committee: In conjunction with the Faculty and Academic Affairs Committee, examine the criteria used to determine membership of the Promotions Committee.
  - d. Student Academic Affairs Committee:
    1. It was established that the committee should report by December 15, 1991 on the progress of the university's assessment program. It was noted that this instrument and its results will be examined in our next review by North Central. It was also noted that the topic will be added to the agenda of the spring faculty meeting.
    2. It was established that the committee should report by March 15, 1992 on the policy for students wishing to add a class. They should establish at what point during a course a student will no longer be allowed to add a course.
  - e. Economic Benefits Committee:
    1. The three charges presented to the Economic Benefits Committee are additions to the current policy already being worked on by Cynthia Newhouse. It was suggested that Ms. Newhouse be invited to the next meeting of the Faculty Senate to inform us of proposed changes in the university's benefit package.
6. Announcements:
- Faculty may be interested in the report, "Fall Semester 1991 Enrollment Summary (Sept. 3, 1991)", from the Registrars Office that was submitted to The Board of Trustees. Copies of this report are in the offices of the respective schools.
- It was also noted that a faculty person is needed to serve on the Financial Aids Appeal Committee, please direct possible names to Dr. Kinsey.
- Copies of the application process for the Trustees Award (formaly the Liberal Arts Award) will be coming to the next meeting.
7. The date of the next meeting will be October 4, 1991, held in UC-308 at 3:00 p.m.
  8. The meeting was adjourned at 4:17 p.m.

Respectfully submitted,



Michael K. Aakhus  
Secretary