

FACULTY SENATE

AGENDA

Friday, January 16, 2004

3:00 P. M.

HP 2027

Announcements and Introductions

Report from Dr. Tim Schibik, Director, CTLE & Dr. Scott Gordon, Assistant Director of CTLE - The Better Teaching Through Assessment Project (The Beta Project): Student Evaluation of Teaching

Report from Provost and Vice President's Office – Dr. Charles Harrington, Assistant Vice President for Academic Affairs

Report from C. Christy Baker, Senate Chair

Approval of Minutes from December 12, 2003 (Session #7)

Old Business

Strategy for Completion of Charges Assigned to Faculty Senate

New Business

Senate Priorities for Budget Hearings

University of Southern Indiana
Faculty Senate Minutes
Session #8
Room: HP2027
Date: January 16, 2004

Approved

Members Present: C. Baker, J. Bandoli, P. Cashel-Cordo, J. Davis-Brezette, C. Ehlen, M. Graham, B. Johnson, G. May, J. McCullough (in lieu of P. Doss), K. Rodgers, S. Sullivan, K. Valadares.

M. McCullough, Sr. Administrative Associate for Academic Affairs

Members Absent: H. Ray Hoops, ex-officio; L. Bennett, ex-officio; P. Doss.

Guests: Charley Harrington, Scott Gordon

1. Call to order at 3:03 P.M.

2. Scott Gordon discussed the BETA project (**B**ETter Teaching through Assessment). Since 1975, USI has been using the Purdue Cafeteria system for student evaluation of teaching at a cost of \$35,000/yr. This is a licensing fee only and does not factor in staff time or mailings which are a substantial cost. After the 2005-2006 academic year, the Purdue cafeteria forms will no longer be available. About 18 months ago, Dr. Reid appointed a Student Evaluation of Teaching Task Force. The task force conducted surveys, held public forums with faculty and reviewed outside vendor options in pursuit of a survey tool. In addition, instructional technology services, institutional research and academic affairs developed an internal survey method for distance education courses. This option was acceptable for the short term but does not meet the needs of faculty and administrators.

Three possibilities existed: (1) build an internal web-based assessment instrument, (2) utilize an outside web-based vendor, (3) participate in the BETA project.

BETA

USI was invited to apply to be included in a partnership of eight colleges and universities to develop a web-based assessment instrument. There is a \$10,000 inclusion fee which includes membership in the TLT flashlight program. The benefits of this partnership are summarized:

- It is relatively inexpensive
- USI has the ability to influence assessment instrument and to customize to our standards of delivery.
- The project has a data bank of valid and reliable teaching and learning assessment items (2700+)
- Can focus on practices that have been shown to produce better learning outcomes
- Will help develop a culture of assessment around best practices
- Full scale release of the product is expected in Fall 2005

USI is committed to moving forward with the BETA partnership. Yet at this point we have not committed to a long term plan. Until a formal release of the product, we will still use the Purdue Cafeteria system and the Survey Monkey, specifically geared for distance education courses.

A discussion ensued. There was concern about the process of choosing the BETA project without adequate faculty involvement. Faculty must buy in to whatever assessment tool is used. It was expressed that there will be workshops to solicit ideas from faculty about the assessment tool. A question for the Provost was posed: How will a new survey tool affect the larger scale issue of how faculty are evaluated at USI?

3. Report from Vice President for Academic Affairs, Dr. Linda L. M. Bennett

In Dr. Bennett's absence, Dr. Harrington delivered the report:

a) At the December 15, 2003 meeting of the Academic Affairs Council, the Senate resolution passed at the December 12th meeting [Resolution: That the practice of pro-rating faculty salaries based on minimal student enrollment be discouraged during the summer sessions] was discussed. The deans concur with the resolution. Classes that do not meet the enrollment minimum and are not deemed essential should be cancelled. If a class is close to the enrollment minimum and is judged essential by the dean, the faculty member should receive full pay for that course. Classes that have low enrollment during a summer session should not be offered in the next summer session without compelling reasons. If there are only one or two students in a course and the student(s) must have the course for graduation, the department chair should have some flexibility in establishing faculty pay below the regular scale.

b) Dr. David Glassman, currently Associate Dean of the College of Liberal Arts and Chair of the Department of Anthropology at Texas State University-San Marcos has accepted the position of Dean of USI's School of Liberal Arts. He will be taking on his new duties on or before July 1, 2004.

There was discussion concerning what constitutes an enrollment minimum. Clarification will be sought from the Provost. As well, it was mentioned that the Academic Affairs Council will eventually be placing their meeting minutes on the web.

4. Report from Senate Chair, C. Baker:

a) C. Baker thanked Senators for their participation in the Spring Faculty Meeting workshops. The workshops were well attended. A brief survey will be sent out this semester to capture faculty ideas and feedback about the format and use of fall and spring Faculty & Administrative Staff meetings.

b) USI is updating its technology plans. C. Baker was asked to serve on a university committee involved in this initiative. G. may will serve as an alternate in lieu of C. Baker and will keep the senate informed.

c) The University Code of Ethics was approved by the Board of Trustees at the January 8, 2004 meeting. C Baker noted that feedback provided by Faculty Senate was incorporated in the document. The final statement was edited based on input from legal counsel.

d) It was reported that there are several faculty surveys in the process of preparation. Economic Benefits, Faculty Affairs and general questions that have recurred will be sent to faculty. Christy requested input from Senators on the efficiency of one longer survey versus several smaller surveys being sent to faculty during the next two months. After some discussion it was the group consensus that the survey on Faculty Input on the selection of Deans and Department Chairs should be a separate survey and that other surveys might be combined. Senators requested that surveys be limited to a short time frame in order to insure a good response for faculty.

e) The January 30th Senate meeting will be changed to February 6th. The only item on the agenda concerns a dialogue with the previous Chairs of Promotions committee concerning the Senate charge: "Review & Clarification of Promotion Rules, Procedures & Processes"

5. Minutes from December 12, 2003 (Session #7) were approved pending corrections.
(Bandoli/Ehlen)

6. Old Business

a) There was a discussion about the inclusion of Adjunct faculty as full members of the Senate. Some of the terms used to describe faculty of this status (i.e. Adjunct, Special-Part time, Contract) are ambiguous. M. Graham and S. Sullivan will prepare a report to study the charge. Each senator will ask their school for opinions on the issue.

b) Several senators expressed concern that Dr. Bennett should know that there are concerns about the decision making process concerning faculty welfare. There is a general feeling that the senate is being circumvented when decisions are made that affect faculty. There was further discussion that this is a recurring pattern. A more basic question is: How does the senate figure into decisions concerning faculty? It was suggested that the above discussion be postponed until the Provost is present.

c) S. Sullivan resubmitted the updated results of the Survey of Deans on School Policies concerning Instructors.

d) Senate Priorities for Budget Hearings. Dr. Hoops will attend this meeting on Feb. 20th meeting. Some of the possible items for the budget include:

- To support the staff of counseling center
- To support a testing center on campus (i.e. for distance education and counseling)
- To add another \$1000 to Distinguished Professor Award
- To have a separate budget for the Senate

Senators were asked to email other possible budget items to C. Baker.

7. The meeting adjourned at 5:15pm. (Ehlen/Sullivan)

Respectfully submitted by Kevin Valadares, Senate Secretary