

Faculty Senate Minutes
Friday, September 27, 2013

3 p.m. – 5 p.m. | University Center FC 206 (Quiet Room)

Meeting Secretary: Kristalyn Shefveld

Meeting called to order @ 3:02pm

Meeting adjourned @ 5:00pm

PRESENT: *Faculty Senate Members:* Kristalyn Shefveld, MT Hallock Morris, Peter Whiting, Marilyn Ostendorf, Brett J. Long (Alternate for Jennifer Williams), Tony Maria, Brandon Field, Jason Fertig, Garret Merriam, Peter Cashel-Cordo, Thuy DaoJensen, Ethel Elkins, Rex Strange, Perry Burnett, Frank Ward; *Guests:* Kindra Strupp, Stephen Spencer.

CALL TO ORDER: The meeting was called to order @3:02pm

APPROVAL OF MINUTES FROM SEPTEMBER 6, 2013: MT Hallock-Morris sent corrections for the minutes to Kristalyn Shefveld, Brandon Field motioned to approve the minutes as amended, Ethel Elkins seconded the motion. Motion passed with 1 abstention.

REPORT FROM MT HALLOCK MORRIS, FACULTY SENATE CHAIR:

1. **President's Council:** The President's Council met on September 10 and September 24. During the September 10 meeting, the following information was discussed:
 - a. The creation of a Child Protection Policy which will cover minors on campus.
 - b. The university's renewed membership in the Coalition of Urban and Metropolitan Universities
 - c. The use of differential tuition (example: Nursing) to help hire new faculty members in high-need areas.
 - d. Bringing in a consultant to evaluate our health insurance program. Currently we have a Cost+ program. It is possible that a self-insurance program may save money
 - e. An external review of Human Resources is planned. This is a common practice at the University.

2. During the September 24 meeting, the following information was discussed:
 - a. The creation of an enrollment management council to be chaired by Stephen Spencer. Membership on the council will include the Faculty Senate Chair. I forwarded the membership list to the Senators today.
 - b. The need to funnel requests from CHE and legislative representatives through Cindy Brinker's office to make sure that we maintain a uniform message.
 - c. The need to reassess the benefits being offered to faculty and staff. This includes current retirees who are on the USI Health Insurance Plan and our TIAA-CREF contributions.

- d. The ramifications of the Affordable Care Act to the University. This includes:
 - e. Keeping adjuncts at under 10 credit hours/semester
 - f. Modifying adjunct contracts to include a dual notification obligation
 - g. Keeping temp workers at 28 hours/week
 - h. Keeping student workers to 20 hours/week
 - i. Reassessing all stipend payments for part-time employees
 - j. The Holiday Reception scheduled for December 5 at the University Home.
3. **Chair and Program Directors' Meeting:** MT Hallock Morris attended the Chair and Program Directors meeting on Wednesday, September 25. The President discussed the Enrollment Management Council. Mark Rozewski discussed the need to reassess benefits. Donna Evinger discussed the ramifications of the Affordable Care Act. Mark Krahling gave an update on Core 39. Joe Wingo discussed how to interpret the Persistence Reports that were distributed to the departments.
4. **Provost Meeting:** MT Hallock Morris met with the Provost and Assistant Provost on Wednesday, September 25
- a. The provost is currently reviewing our request regarding pay for the 13th hour in a semester.
 - b. The provost will be conducting an internal search for a new director of the Core.
 - c. The provost's office has purchased a laptop for the Faculty Senate.
5. **Assessment Committee:** On September 18, MT Hallock Morris received an email from Dr. Bennett approving the addition the Library Director as a non-voting ex officio member of the Assessment Committee.
6. **Noel –Levitz:** Dr. Bennett has stated that the consultants will give a presentation during the January All-Campus meeting. I have forwarded the background information on Noel-Levitz.
7. **Additional Updates:** (1) Sheree Seib has been working to update the Faculty Senate's website (<http://www.usi.edu/facultysenate>). (2) MT Hallock Morris met with Shelly Blunt to update the charge log. This will be discussed later in the meeting. (3) MT Hallock Morris was part of the group of USI representatives to attend the Guided Pathways to Student Success Summit on Thursday, September 19, in Indianapolis. This will be discussed later in the meeting. (4) Jason Fertig, Kristalyn Shefveld, and MT Hallock Morris met on Thursday, September 26, to begin planning for the All-Campus Spring Meeting workshops. MT Hallock Morris will share this information with the Senate after she organizes the notes from the meeting.

PRESENTATIONS AND DISCUSSIONS:

USI Marketing & Identity: Kindra Strupp, Assistant VP for Marketing and Communications spoke with the Senate about the plans for marketing and rebranding the University and asked the Senate to brainstorm on the following questions: What are the most positive attributes of USI? What image would we like USI to project academically? What works & what does not work regarding current USI institutional brand logo? What possible images would suggest a new institutional brand? Kindra will return to speak with the Senate further at a later date.

Full Professor Promotion Task Force: Stephen Spencer, Task Force Chair: Update on the final report. Recommendations include three Major Goals: 1: Criteria, expectations, and guidelines for promotion will be clear, aligned with the University mission and strategic plan, and consistently applied; 2: Support for faculty development will increase, reflect the expectations for promotion, and provide incentives for faculty to work toward promotion; 3: The promotion process will involve clear and open communication throughout all stages and levels of the process.

- Stephen Spencer informed the Senate that these are suggestions and recommends that the Faculty Senate further explore these findings for possible future implementation. Further discussion and study between the administration and faculty is necessary.
- Questions posed to Stephen Spencer regarding the salary recommendations and the number of Associate Professors who have historically attempted to receive Full Professor status. Question posed by Peter Whiting about the time frame for these recommendations and Spencer responded that it is for the Faculty Senate to decide but that the committee feels that we are at a point where changes need to be made quickly. We do not, as an institution, match the precedents set by our peer institutions.
- MT Hallock Morris tabled further discussion of implementation of the report to the next meeting. Garrett Merriam made the motion to receive the report, Rex Strange seconded. Unanimous approval.

NEW BUSINESS:

Guided Pathways to Student Success Summit and Degree Mapping:

- Per the report issued by the ICHE: The study had three goals: (1) understand perceptions of the obstacles to smooth degree pathways and timely college completion; (2) probe responses to a set of policy proposals being explored by ICHE; and, (3) review promising practices based on national literature.
- MT Hallock Morris- To help students complete coursework within four years, University is purchasing Degree Works to facilitate the process. Discussion over whether to require or suggest students take a minimum of 15 credit hours a semester. Points raised by senators that our students are often “non-traditional” (specifically, working students) and this recommended course of action can be

problematic for those students. A suggestion made that summer classes might address this concern for those students. Discussion of how we as an institution do not fit this proposed model.

- Marilyn Ostendorf made a motion that we charge student affairs for a demographic picture of the USI student body with respect to the original and current University mission. Peter Whiting seconded. The senate would like a report that compiles information and provides a narrative description that includes: Entry gpa, # of credit hours, full time, part time status, first generation, do they finish in four years, etc. Motion approved with 2 opposed.

New Senate Charge: Review of Current Policy Regarding Raises:

- Peter Cashel Cordo talked to Associate Dean of his college who informed him that raises are a college concern, there is not a University wide policy, hence Peter Cashel Cordo informed the Senate that this particular charge is not a Faculty Senate concern instead it is a college issue. For further review and to determine whether this is a Senate concern, MT Hallock Morris investigate how each college processes these issues for further review as to whether the Senate should pursue this charge or if the charge should be amended.

Assigning Liaisons to Senate Committees: Tabled to next meeting.

OLD BUSINESS

Archiving Protocols:

- Peter Whiting spoke about the need for a historical record to work with for processing materials in meetings. Among the concerns raised was whether the materials should be digitized. Peter Whiting discussed the precedent set by the University of Northern Iowa's Faculty Senate housing their materials via their library. To view this example, access the library home page, clicking on collections, and then clicking on digital collections. It would provide some advantages, particularly that the physical archives are opened only for a set number of hours and that the minutes could be easily researched via a digital archive. Drawbacks would be sensitive and possible contentious issues being publicized online. If approved, it would take 6-8 months to digitize the record. Discussion tabled until next meeting.

Updates to Charge Log:

- MT Hallock Morris met with Shelly Blunt on 09/06, moving it into an excel file, the charges have been coded (pending, closed, open, new) and will follow up on changes to the handbook.

Meeting adjourned @ 5:00pm