

USI Faculty Senate Minutes

13 January 2017

Senators present: Nick LaRowe, Peter Whiting, Brett Long, Jason Fertig, Charlotte Connerton, Wes Durham, Sheri Keenan, Mary Kay Arvin, Sang Woo Heo, Brandon Field, Rex Strange

Visitors present: Ron Rochon and Shelly Blunt (Provost's Office), Amy Chan Hilton (CETL), Riley Guerzini (The Shield)

- Called to order: 2:30pm
- Minor editorial corrections made to minutes from December, approved unanimously.
- Report from President's Council (by Peter):
 - Dr. Bennett discussed the budget process. Budget hearings will be mid-February or March.
 - Andy Wright discussed enrollment: down for undergraduates, up for graduates.
 - Kat Draughon talked about the NSSE survey; students' response rate is low, she is looking into having them respond to it out on Assessment Day to increase response rates.
- Report from Board of Trustees meeting (by Nick):
 - Reception that was held the evening earlier was attended by elected officials.
 - Reported that we were looking into the tenure and promotions guidelines.
 - Board of Trustees looking to sell the properties that used to house the Theater and prop shop. There is a process to go through to sell property owned by the University.
- Report from RR:
 - Budget hearings next Wednesday in Indianapolis. Dr. Bennett's presentation will be livestreamed 11:15 am (EST).
 - Next Monday, there will be a MLK Celebration Luncheon on campus.
 - Next Tuesday, there will be visitors on campus from IU's Groups Scholars presenting about how they have been running their program. Interested in developing a bridge program at USI.
- Old Business:
 - Report from Economic Benefits Committee on the charge related to increasing the tuition coverage for Faculty Spouses/Dependents report.
 - Motion made and seconded to include the request to the budget hearing request presentation.
 - Has been endorsed already by Administrative Senate and Staff Council.
 - Projected tuition should take into account the fact that more people might take advantage of this benefit.
 - The question was raised as to what the other Indiana public universities (IU, Purdue, Ball State, ISU) are currently offering. This should be looked into before presenting it to the budget hearings.
 - Motion to include in budget request from Faculty Senate unanimously approved.
- New Business:
 - Tenure portfolio guidelines modifications:

- Amy Chan Hilton has been working on this since her second (or third) day on the job. First, reviewed the existing guidelines, both on the University level and also on the level of all the different Colleges. Also looked at guidelines of other Universities, throughout the state, and also comparative Universities. Developed guidelines that still allowed for the individual Colleges to maintain their own guidelines.
- Motion to endorse the guidelines was made and seconded.
- Anyone already here would have the choice to remain on the old standards or switch to the new.
- Simultaneously, the calendar of the reviews is being looked at by the deans and Human Resources offices.
- Modifications to these guidelines would go through the same series of approval steps as this one. The research that Amy has done to produce this will not have to be re-done, so any future modifications should be able to be made more quickly.
- More clarifications on the divisions will be provided: whether or not sections should follow a universal numbering scheme,
- Wording about external letters is vague. That decision has not been made.
- Concern about Teaching Materials: should it be explicit that notes, cards, etc. ought not to be included as evidence of teaching? "Selected evidence materials" was phrase used so as not to explicitly prescribe anything in particular. The individuals should consider what is valuable: a portfolio is not intended to be an archive, but rather selected events/evidence.
- Concern was expressed about the strength of the language describing the length limitation of the narrative section, and what fits into the narrative section.
- Concern was also expressed about the vagueness of the wording about the external reviews. If external reviews are to be adopted, a further set of discussions need to take place to determine the procedures for this.
- Guidelines were unanimously endorsed.
- Child protection policy regarding background checks.
 - An email was sent to faculty from HR that caught people off guard.
 - It was suggested that Nick should talk to HR about the wording of the emails that were sent out.
- Revised Senate Charge Form:
 - Jason found the old charge form to be clunky and has produced a more streamlined form.
 - Suggestions:
 - Include a space for the name of originator. Indicate that is optional.
 - Include a space for a title of the charge that would provide a summary of the charge. This might be something that either the sponsoring senator or the Faculty Senate Chair would add.
 - A motion was made to approve the charge form with the mentioned edits. Motion was seconded and unanimously approved.
- Meeting adjourned: 4pm.