

USI Faculty Senate

Agenda

Friday, February 2, 2018

UCE 2207

2:30 p.m.

1. Substance Abuse Committee – elect faculty member
2. Ideas for USI Budget hearings
3. Follow-up on Academic Partnerships presentation
4. Report from Provost Dr. Rochon
5. Report from Faculty Senate Chair Peter Whiting
6. Approval of minutes –
 - January 19, 2018
7. New Business
 - Travel Per Diem charge
 - Examination of Travel Per Diem Rates charge
8. Adjournment

Substance Abuse Committee 2017 – 2018

This committee, appointed by the president, reviews the effectiveness of drug and alcohol programs at the University of Southern Indiana as required in "The Drug-Free Schools and Community Act Amendment of 1989" (Public Law 101-226). This committee monitors the effectiveness of the drug and alcohol policies as related to appropriate sanctions and education, referral and rehabilitation programs and makes appropriate reports and recommendations to the president on at least an annual basis. A comprehensive biennial review of the effectiveness of the program and a report prepared for the U.S. Department of Education are mandated by federal law. The committee consists of the dean of students as chair; the director of Counseling; director of Recreation, Fitness, and Wellness; director of Housing and Residence Life; director of Religious Life; director of Student Development; director of Public Safety; a representative from Athletics; a representative from Planning, Research, and Assessment; a representative from Staff Council; a representative from the Administrative Senate; **two faculty members**; and three student members recommended by SGA. Additional university staff may be asked to serve upon the recommendation of the dean of students.

2017- 2018 Members

Dr. Bryan Rush, Dean of Students, Chair
Nick Bebout, Network Technician II
Joe Binkley
Soo Chung, Student
Dr. Katherine Draughon, Chief Data Officer
David Enzler, Director of Recreation, Fitness, and Wellness
Christine Hoehn, Director of Religious Life
Dr. Thomas Longwell, Director of Counseling
Kairon Markey, Student
Jasmine Myers, Student
Amy Price, Director of Housing and Residence Life
Dr. Kathy Riedford, Associate Professor of Nursing
Carmen Stoen, Director of Student Development Programs
Steve Bequette, Director of Public Safety

Faculty Senate Meeting Minutes

19 January 2018

Senators present: Wes Durham, Chuck Conaway, Brett Long, Peter Cashel-Cordo, Peter Whiting, Rich Bennett, Kenny Purcell, Brandon Field, Erin Reynolds, Charlotte Connerton, Ken Shemroske, Ethel Elkins, Matt Hanka, Nick LaRowe.

Visitors present: Ann White, Mohammed Khayum, Jack Smothers, Ron Rochon, Shelly Blunt, Jeri Burger, Susanna Hoeness-Krupsaw, Thomas Longwell

- Meeting called to order: 2:28pm
- Academic Partnerships discussion, led by Drs. Khayum and White:
 - Representatives from AP will be here next week on campus. Meetings have been arranged.
 - AP is a marketing arm for the programs only: they do not hire faculty, develop curriculum, etc.
 - Dr. Khayum: AP first approached USI in 2015, through Commission of Higher Ed. First investigations were to talk with the partner institutions that had worked with AP throughout the years: Baylor, U. Texas-Tyler, South Carolina, West Florida, etc. The projections that AP originally predicted were quickly exceeded.
 - Enrollment numbers in undergraduate programs of the Romain College of Business had been declining since 2012, while the headcount of faculty stayed constant. There was capacity to engage more students.
 - Jack Smothers, Director of MBA program: Have been involved with MBA from before AP partnership. Wants to speak to the integrity and quality of the course work that is delivered via the accelerated online courses (the ones that AP markets for us). Online element has increased the diversity of fields that the MBA students are coming from. The courses are being designed so the material is applicable to their careers and also scalable to provide the most effective learning environment for various course sizes. Read quotes and acclamations from various institutions and students to us, including a medical doctor whose MBA classes taught him how and empowered him to go into his own practice and start three different businesses.
 - Dr. White: the online RN to BSN program had decent enrollments because of accreditation requirements of area hospitals needing BSN nurses, prior to AP. However, enrollments were beginning to be encroached on by the marketing capacities of U. of Phoenix, WGU, etc. The marketing capacity of USI was not sufficient to compete with that.
 - Jeri Berger, chair of the RN to BSN program: Since the RN to BSN program had already been online, either 8 weeks, or 16 weeks, so the transition to the accelerated format was not a tremendous change. The accelerated format allows

the students to focus on one class at a time and still complete two classes per semester. Previously, after doing one class a semester for a while, they would lose interest. The accelerated program has helped with that. Various online technologies are being implemented, such as Voice Thread, that allows students to interact with a more personal feel. Have worked with Admissions to streamline the application process that gives them a program of study that tells them what they will be taking.

- Questions regarding growth: NHP has not seen rapid growth; MBA has seen rapid growth, and has adapted to that by having academic coaches (working professionals, not graduate assistants, that don't have anything to do with content creation), only with helping the students. Also, the courses are being designed to facilitate scalability. The courses are being delivered, and the quality is being maintained, by our faculty.
- Question about what training faculty are receiving in order to teach online? NHP has been teaching online. AP also providing a course assistant (who was an assistant dean of nursing) who helps the faculty with delivery techniques and course content. When the MBA program was ramping up, the questionnaire that AP gave us had questions about the value of the various courses and the whole program, with regard to the value of the course/program as compared to those offered by other institutions. The online environment forced a conversation about the curriculum that was valuable. The design features were the most important. Also, only faculty that were willing were required to participate.
- Question about student population: MBA program, when it first started, had an influx from the 50 mile radius; it expanded to 100 miles. Current students are from mostly 12 states in the Midwest. The students from the accelerated program have different appeal to the faculty, and increase the diversity of student experience, one example given: MBA students in the traditional program have local jobs that they don't plan to change jobs, but the students in the online accelerated MBA program are often looking to change jobs and are therefore trying to get more out of the coursework. The traditional MBA program is mostly male, in the accelerated program, it's about 50-50 men and women.
- Question about how difficult it is to replicate aspects of the nursing program in an online format. The students are all registered nurses, so they already have the hands on skills, so that's not what's being covered in the coursework.
- Question about faculty workload: During normal experiences of growth, we have the opportunity to increase the faculty numbers. Are there mechanisms for growing the faculty on campus? RR: AP has been a tremendous advantage and mentor with regard to the market, and the marketing, and the admissions process. We have learned a lot from them.

- Budget hearings:
 - We had talked last semester about supporting the Counselling Center in the Faculty Senate budget request.
 - Dr. Longwell, head of the Counselling Center, brought handouts with a presentation on mental health statistics for campus, counselling center usage statistics, etc.
 - The number of requests and appointments are increasing.
 - There are still students who are scared to visit faculty.
 - What can the Faculty Senate do to support the Counselling Office?:
 - Be caring, support students, listen. Connection with the students is important.
 - Position that may be needed: Case Manager, someone to assess intake quickly, make connections with agencies to send students to. Some of our students are dealing with homelessness, some are concerned where their next meal is going to be coming from.
 - Comparison of funding to other institutions: Historically, we were understaffed. With the addition of the Counselling fee and the two additional lines, we are now at the national average.
 - For our next Faculty Senate meeting, we should come with ideas for the budget hearings. The dates should be coming soon.
- Distinguished Professor Award discussion: (part of Provost's Report)
 - Susanna Hoeness-Krupsaw: discussion about the Distinguished Faculty awards from before. Changes to the guidelines. The Berger award the change was mostly to the stipend amount, \$3000.
 - Distinguished Professor Award: increased monetary award: \$7000 stipend and \$3000 faculty development grant. This would be opened only to Full Professors. Changes to timeline and selection process also made.
 - A third award was added: Outstanding Teaching award. Award would be \$3000 stipend, \$1000 faculty development grant. (The Cooper award, also for teaching (which is proposed to a \$4000 stipend and \$2000 faculty development) combined with this would equal the same \$10,000 of the distinguished professor.) This would be open to any teacher, across rank, who had been teaching at USI for at least 6 years.
 - The guidelines had not been revised since 2005.
 - Could we distribute the proposed changes to the faculty for input? There are faculty from each college on this committee. We could also treat this year as a test-run to see how the criteria, as written, work out. There is a time deadline, in that the proposed nominations should have been in by January 15th.

- The criteria were re-written to include Associate Professor or higher for the nomination of Distinguished Professor, to allow for the nomination of Clinical Professors.
- A motion to endorse the award guidelines as presented from the FASTRC Committee, with the suggested amendments was made and seconded. Motion was carried with two objections and one abstention. The deadlines as presented in the guideline document will have to be stretched for this year's nominations, as the first deadline has already passed.
- Other things from the Provost's report:
 - CETL will have a symposium next week.
 - Ed.D. has been approved.
 - As mentioned earlier, representatives from AP will be on campus on the 24th of January, faculty discussions will be held. Any interested people should attend.
 - An additional code for courses will be added to indicate to online classes to be synchronous or asynchronous. Shelly will check with the Registrar to see how the required times for synchronous meetings can be indicated in the bulletin at time of registration.
 - Changing Aging meetings are scheduled for next week. USI was selected as a MAGIC project as a prototype. Emails were sent out, with meeting times.
 - Cindy Brinker is retiring.
- Report from Faculty Senate chair:
 - We need a nomination of a faculty member for the Substance Abuse Committee; send nominations to Peter W. by next Friday, and we will vote on them next Friday.
 - Approval of minutes from November 17th, unanimous with four abstentions.
 - Approval of minutes from 1 December, additional names included, meeting three abstentions.
- Peter C-C believes that it is a violation of our bylaws to endorse a document that we did not have an opportunity to read in advance. (This is what we did in approving the award recommendation from the FASTRC committee.)
- Meeting adjourned: 4:36pm

CHARGE TO THE USI FACULTY SENATE

Formal Request for USI Faculty Senate Action

Name: Melissa Stacer (Optional)

Date of Submission: 12-4-17

Name of Faculty Senate Representative:

1. Wes Durham
2. Charles Conaway
3. Nicholas LaRowe

Complete the following items and submit this form to either your Faculty Senate Representative or to the Faculty Senate Chair for consideration by the Faculty Senate.

1. Charge Title:

Travel Per Diems

2. Background:

Provide an explanation of the background and context for the proposed charge. What problem, issue, or experience prompts the proposal of the charge?

Currently, USI has a flat rate per diem of \$32 per day for out-of-state travel. This is extremely low given some of the major cities many faculty travel to for conferences and on other university business. Other universities in Indiana, such as Purdue University and Indiana State University, calculate per diem utilizing federal per diem rates from the U.S. General Services Administration CONUS website. The USI per diem rates should be increased to better reflect actual costs of travel.

3. Action Requested and Desired Result:

Specifically state what action you would like the Senate to take and the desired outcome that you would like to see.

I would like to see the Senate to explore with Travel Services and appropriate administrators a new per diem calculation based upon specific location. Ideally, this calculation would utilize CONUS and the federal per diem rates.

4. Potential Resources:

Provide any information that can help Faculty Senate fully address the charge. Attach additional documents if necessary.

This is the GSA website where one can enter the state and city to see a calculated per diem. The per diem is the last column on the right titled "M&IE." <https://www.gsa.gov/travel/plan-book/per-diem-rates>

This website is for Purdue University Travel, which includes the link to the GSA CONUS website listed above. <http://www.purdue.edu/business/travel/Subsistence/subsist2.html>

This is the Indiana State University Travel website. Under the tab "Reimbursements" there is a section on "Subsistence" that refers to the use of the federal per diem rates per CONUS.
<http://www2.indstate.edu/controller/travel.htm>

Items 5-7 are to be completed by Senate Chair or Secretary:

5. Senate Comments:

6. Action Taken by the Faculty Senate:

7. Action Taken by the Administration:

CHARGE TO THE USI FACULTY SENATE

Formal Request for USI Faculty Senate Action

Name: Austin Anderson (Optional)

Date of Submission: 12/8/2017

Name of Faculty Senate Representative:

1. Dr. Brandon Field
2. Dr. Sangwoo Heo
3. Dr. Kenneth Purcell

Complete the following items and submit this form to either your Faculty Senate Representative or to the Faculty Senate Chair for consideration by the Faculty Senate.

1. Charge Title:

Examination of Travel Per Diem Rates

2. Background:

Provide an explanation of the background and context for the proposed charge. What problem, issue, or experience prompts the proposal of the charge?

Currently , the per diem rate for out of state travel stands at \$32 (\$26 for in state travel) for the provision of expenses for 3 meals. For travel to anywhere of note (i.e., a city), this does not adequately cover the costs for meals and sustenance. As these funds, generally, come from a faculty member's department/college allotment or grant funds, this seems like an area that could be brought into reconciliation without increased budgetary costs to the university.

3. Action Requested and Desired Result:

Specifically state what action you would like the Senate to take and the desired outcome that you would like to see.

I would like the senate to investigate the raising of these per diem rates to allow for an amount that will more adequately cover the cost of faculty (and staff) sustenance when traveling.

4. Potential Resources:

Provide any information that can help Faculty Senate fully address the charge. Attach additional documents if necessary.

I did not spend much time looking around at "peer institutions" in our area, but I did look at travel information for Indiana State University (<http://www2.indstate.edu/controller/travel.htm>) and Western Kentucky University (<https://www.wku.edu/finadmin/travel/information.php>) and found that both of those institutions rely on the federal US rates for per diem, which take into account specific location of travel and time of year when calculating these rates, for a more accurate overall assessment of meals and incidental expenses. (<https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup>).

Items 5-7 are to be completed by Senate Chair of Secretary:

5. Senate Comments:

6. Action Taken by the Faculty Senate:

7. Action Taken by the Administration: