

**Faculty Senate Minutes**

Friday, January 11, 2013

University Center, University Suite

**PRESENT:** Peter Cashel-Cordo, Cindy DeLoney-Marino, Ethel Elkins, Brandon Field, Garret Merriam, Mary Hallock Morris, Paul Parkison (Chair), Daria Sevastianova, Kristalyn Shefveland, Maria Shirey, Rex Strange, Frank Ward, Jennifer Williams, Steve Williams; *Ex Officio members*, Ronald Rochon (USI Provost) and Shelly Blunt (Interim Assistant Provost).

**CALL TO ORDER:** After a luncheon, the meeting was called to order at 12:55 p.m.

**UPDATE FROM PROVOST:** Provost Ronald Rochon reported on President Linda Bennett's presentation to the Indiana Legislature's Ways and Means Committee. The provost noted that the president did an amazing job in outlining the needs of the University and calling for parity with other state institutions. He added that the presentation was well received by the committee; this was the first time that a committee member has publically stated that USI needs an equity adjustment. The USI Board of Trustees also attended the committee meeting. The senators agreed that the Faculty Senate should send a note to the trustees to thank them for their support.

**REPORT FROM FACULTY SENATE CHAIR:** As submitted by Paul Parkison, Chair of the Faculty Senate:

Wednesday the senate helped to coordinate the spring 2013 Faculty and Staff Workshops. A special thanks to Shelly Blunt, Sheree Seib, and all the faculty and staff who shared their expertise during the workshops. We provided sessions on the following topics:

- First Line of Defense: Tools for Recognizing and Aiding Distressed Students
- Promoting USI
- Course Design: Creating Significant Learning Experiences
- The New Distance Learning Course Development Process
- Delivering a successful course with Blackboard Learn and Blackboard Collaborate
- Collaboration between Student Affairs and Academic Affairs
- Library Services: News 4 U
- Library Services: Government Information for the Digital Native and the Digital Immigrant
- Core Implementation Taskforce Update
- Enhancing Experiential Learning For Our Students
- Diversity and Inclusion Roundtable: Building on the Strategic Plan
- Information Technology Update
- Classroom Management: Encouraging Student Civility
- Everything about Lecture Recordings. What options do USI Faculty have?
- Introduction to Service Learning

The workshops provided faculty and staff a great opportunity to enhance their teaching, scholarship and service.

In an effort to address a charge presented to the Faculty Senate, a "Faculty Morale" survey was developed and administered by the University Assessment Committee.

A template for the survey was utilized that included a short evaluation of the Deans of the Colleges as well as the Provost's office and President's office. These elements of the survey were intended to merely provide additional information useful in evaluating morale on campus and were not intended to replace

other evaluations which are being planned.

After the survey was distributed concerns were raised regarding the nature of several of the questions being asked. Following a review of the format and content of the survey, in consultation with the President's office, it has been determined that the items contained in some categories of the survey tended toward evaluation in nature and were inappropriate to the purpose of the survey.

These questions will be referred to the appropriate groups for analysis. The remaining categories of the survey will be evaluated by the University Assessment Committee and a report will be made to the Faculty Senate as well as Academic Affairs and the President's Council. The final report will be available on the Faculty Senate and Office of Planning, Research, and Assessment websites.

Finally, the Faculty Senate website is in the process of being updated – which is much needed. Current information will be available shortly on all charges before the Senate, up-to-date minutes, and records of recommendations and actions taken by the senate.

And that concludes my report.

**NEW MEMBER ORIENTATION:** Parkison welcomed four new members to the Faculty Senate: Peter Cashel-Cordo, College of Business; Kristalyn Shefveland, College of Liberal Arts; Frank Ward, College of Nursing and Health Professions; and Rex Strange, College of Science, Engineering and Education.

Parkison reviewed the current charges before the Faculty Senate:

- Consensual Relations Policy: A charge was made to the senate to clarify the policy related to consensual relationships between faculty and students. Adrian Gentle and Shelly Blunt will introduce the new proposed language at the next faculty senate meeting.
- Promotion of Department Chairs Policy: The senate received a charge pertaining to the role of administrative duties for those applying for promotion and/or tenure. The senate, as a committee of the whole, is currently holding ongoing discussions of the issue.
- Affiliate Status Policy: The senate has tabled this charge pending clarification of the issue by the petitioner. Mary Hallock Morris volunteered to follow up on the charge.
- Summer Advising Policy: The charge was referred to the Faculty Affairs Committee who has since submitted a recommendation to the senate. The recommendation was acted on during today's meeting.
- Cost of Living Salary Adjustment: This charge has been referred to the Economic Benefits Committee which is currently conducting a study on the financial implications of the charge.
- Gender Inequity Study: In November 2012, the provost created a special task force to work with Human Resources in investigating this issue.
- Open Forum on Tenure and Promotion: The University Promotion Task Force hosted open forums in each college during the week of October 22, 2012.
- Travel Reimbursement Policy Revision: The charge was sent to the Economic Benefits Committee. The charge was expanded to include the following considerations: the potential for funding rollover from year to year; developing resources for new faculty; and looking at policies and auditing procedures.

- Faculty Conditional Reappointment Policy: The provost had offered to recommend language to address this charge. Shelly Blunt noted that the recommended language may come from the Promotions Committee.
- Faculty Morale Survey: The morale survey was conducted in November 2012. The Assessment Committee is looking at the data and will report back to the Faculty Senate at the next meeting.
- Faculty Voting Policy: The faculty voting charge was referred to the Faculty Affairs Committee. The committee's recommendation will be discussed under new business during this meeting.
- Financial Aid Disbursement Policy: The financial aid disbursement charge has been tabled pending clarification of the charge.
- Graduate Teaching Load Policy: The senate's endorsement of this charge has been forwarded to the provost's office. The senate noted that it would like a clarification of how the policy applies to the College of Business and to overloads.
- Summer Faculty Teaching Load Policy: The summer faculty teaching load charge was submitted to the Faculty and Academic Affairs Committee and a recommendation was returned to the senate. The recommendation will be discussed under old business during this meeting.
- Promotion Language for Clinical Faculty: In October 2012, the senate endorsed the proposed metric presented by Dr. Anne White, Dean of the College of Nursing and Health Professions.
- Assessment Data Management System: Ethel Elkins made a motion to refer this charge to the Assessment Committee; Rex Strange seconded it. The senate unanimously approved the motion.
- Transfer and Academic Progress: In November 2012, the senate approved the recommended language as it pertains to the implications of the 120 credit hour graduation requirement.

Parkison also noted that some senate members serve as liaisons to the various faculty senate committees. He reminded the senators to listen to their constituents' concerns and to forward any new charges to him.

Parkison fielded questions from the new senators. One individual asked if the committees had standing charges. Parkison noted that the standing charges were outlined in the handbook. Another question related to the senate's leadership transition plan (re: the vice chair serves as the pending chair for the following year) was tabled for further discussion at a later date.

#### **OLD BUSINESS:**

- Promotion of Department Chairs Policy: The senate held a time-limited discussion pertaining to the promotions of department chairs. The senators recognized that department chairs are in a unique category and that many of a chair's duties are hard to categorize. It was noted that the chairs would like some acknowledgement that this work is worthwhile and should be recognized. One senator noted that the College of Business may view the situation differently in that being a chair is a choice; in other colleges, however, some individuals have noted that they had no choice but to serve as chair. Some questions that were expressed included: (1) Is there a way to provide time and/or money incentives to chairs? (2) Is there a way to consider grants and creation of new programs in some kind of redefinition of scholarly activity? (3) Should only full professors be allowed to serve as chairs? (4) How are chairs identified and dismissed?

- Consensual Relations Policy: The discussion of the consensual relations policy was tabled until the next faculty senate meeting.
- Summer Advising Compensation: The senate discussed the recommendation forwarded by the Faculty Affairs Committee. Brandon Field the following motion: In order to build a larger cadre of summer advising volunteers, we propose an increase to the off-contract hourly advising rate. The new recommended rate should \$40/hour, which is based on an approximate average of starting salaries across the University. Jennifer Williams seconded. The motion passed with one senator opposed.
- Summer Faculty Teaching Load: Brandon Field made a motion to forward the Faculty and Academic Affairs Committee's recommendation pertaining to summer teaching load to the provost's office. Cindy DeLoney-Marino seconded. The motion was unanimously passed by the senate.

**NEW BUSINESS:**

- Indiana Commission for Higher Education Faculty Nominating Committee Representative: Kristalyn Shefelvand nominated Michael Dixon to serve on the committee. Cindy DeLoney-Marino seconded the nomination. Peter Cashel-Cordo made a motion to close the nominations. Brandon Field seconded the motion. The nomination was approved by acclamation.
- Faculty Senate Budget Hearing Presentation: Paul Parkison asked the members of the senate to consider what would be a meaningful request during the budget hearings. The discussion of the budget request will make up the bulk of the next faculty senate meeting.
- Faculty Conditional Reappointment: Currently the provost's office is reviewing the charge.
- Faculty Voting Policy: The senate discussed the recommendation made by the Faculty and Academic Affairs Committee. Cindy DeLoney-Marino made a motion to follow the recommendation of the committee. Rex Strange seconded the motion. The motion passed with six (6) affirmative votes, two (2) opposed votes, and four (4) abstentions.
- Faculty Morale Survey, Initial Data: The Faculty Morale Survey will be discussed at the next Faculty Senate meeting.

**MEETING ADJOURNMENT:** The meeting adjourned at 4:05 p.m.

**NEXT MEETING:** January 25, 2013 from 3 – 5 p.m. in UC 206.

Submitted:  
Mary Hallock Morris  
Secretary, Faculty Senate