

FORT WAYNE SENATE AGENDA
MONDAY
January 10, 2022
12:00 P.M., Via Webex

1. Call to order
2. Approval of the minutes of December 13
3. Acceptance of the agenda – A. Marshall
4. Reports of the Speakers of the Faculties
 - a. Deputy Presiding Officer – N. Younis
 - b. IFC Representative – A. Livschiz
5. Report of the Presiding Officer – J. Nowak
6. Special business of the day
 - a. Purdue West Lafayette Senate Update – T. Cooklev
7. Unfinished business
8. Committee reports requiring action
 - a. Executive Committee (Senate Document SD 21-13) – A. Marshall
 - b. Executive Committee (Senate Document SD 21-14) – A. Marshall
 - c. Executive Committee (Senate Document SD 21-15) – A. Marshall
9. New business
10. Question time
 - a. (Senate Reference No. 21-24) – A. Nasr
 - b. (Senate Reference No. 21-25) – A. Nasr
 - c. (Senate Reference No. 21-26) – A. Livschiz
11. Committee reports “for information only”
 - a. Curriculum Review Subcommittee (Senate Reference No. 21-21) – S. Johnson
 - b. Curriculum Review Subcommittee (Senate Reference No. 21-22) – S. Johnson
 - c. Curriculum Review Subcommittee (Senate Reference No. 21-23) – S. Johnson
 - d. Executive Committee (Senate Reference No. 21-27) – A. Marshall
12. The general good and welfare of the University
13. Adjournment*

*The meeting will adjourn or recess by 1:15 p.m.

Approved	Opposed	Abstention	Absent	Non-Voting
B. Buldt				C. Ortsey
A. Livschiz				
A. Marshall				
A. Nasr				
J. Nowak				
D. Tembras				
N. Younis				

Attachments:

“Amendment to the Bylaws-Lecturers and Related Matters” (SD 21-13)

“Amendment to the Constitution-Definitional Changes (e.g., Lecturers and Secondary Effects” (SD 21-14)

“Review of Sabbatical Application Process” (SD 21-15)

“Question Time – re: Professional Development Account Funds” (SR No. 21-24)

“Question Time – re: Faculty Research Funds” (SR No. 21-25)

“Question Time – re: Dean of Students Office Restructuring” (SR No. 21-26)

“Music Minor in Music Industry” (SR No. 21-21)

“Bachelor of Applied Science with a Concentration in Industrial Engineering Technology” (SR No. 21-22)

“Bachelor of Applied Science with a Concentration in Construction Management” (SR No. 21-23)

“Reminder about Faculty Committee and Subcommittee Minutes” (SR No. 21-27)

TO: Fort Wayne Senate

FROM: Ann Marshall, Chair of the Executive Committee

DATE: November 21, 2021

SUBJ: Amendment to the Bylaws--Lecturers and Related Matters

WHEREAS, Purdue University updated and [supplemented](#) its policy ([VI.F.4](#)) concerning lecturers in AY 2019-2020; and

WHEREAS, these policy alterations, among other matters, replaced the term “continuing lecturers” with “lecturers” and allowed for lecturers to be promoted to “senior lecturers”; and

WHEREAS, these policy changes were fully implemented at PFW by the end of AY 2019-2020; and

WHEREAS, these policy shifts created anachronisms in the language of the Bylaws; and

WHEREAS, neither the Constitution nor the Bylaws contains explicit instructions concerning the selection process for the elected representative of the continuing lecturers; and

WHEREAS, some questions on these matters have arisen in recent months that the Executive Committee believes should be addressed; and

WHEREAS, there is a conflict between the Constitution and Bylaws concerning how special meetings of the Senate may be called;

BE IT RESOLVED, that, except as explicitly noted below, all mentions in the Bylaws of “continuing lecturers” be replaced with “lecturers”; and

BE IT FURTHER RESOLVED, that Section 2.8 of the Bylaws be amended to read as the following:

“2.8. ~~Affiliations of~~ **The** elected representative of the ~~continuing~~ lecturers

2.8.1. Unless explicitly stated otherwise, all references to “lecturers” in these Bylaws shall apply to both lecturers and senior lecturers.

2.8.2. All lecturers are eligible to vote for, and be elected to, the position of elected representative of the lecturers.

2.8.3. The term of office of the elected representative of the lecturers shall be three years, beginning one week before the start of regular fall classes following election. When necessary, the Nominations and Elections Committee shall conduct this election among the lecturers so that the name of the incoming elected representative of the lecturers shall be transmitted to the Secretary of the Senate on the same schedule as that of incoming Senators. Should a vacancy in the position of the elected representative of the lecturers occur, the Nominations and Elections Committee shall immediately hold an election among the lecturers for any remaining time in that term.

~~2.8.1.~~ **2.8.4.** The elected representative of the ~~continuing~~ lecturers shall be considered a member of the academic department to which the most service is assigned, and the Major Unit to which that academic department is assigned. If the representative of the ~~continuing~~ lecturers serves in more than one unit, the representative shall be counted as a member of the unit to which the most service is assigned; an elected representative of the ~~continuing~~ lecturers who serves equally in two or more units shall inform the Chief Academic Officer, prior to the annual certification, of the unit in which the representative wishes to be counted.

~~2.8.2.~~ **2.8.5.** As stated in the Constitution (VII.A 4.), the elected representative of the ~~continuing~~ lecturers does not count toward an academic unit's apportionment.

~~2.8.3.~~ **2.8.6.** The elected representative of the ~~continuing~~ lecturers shall be eligible to serve on all Senate committees and subcommittees, but may not vote on issues regarding promotion and tenure for tenured and tenure-track faculty in the Senate or in committee.”; and

BE IT FURTHER RESOLVED, that the first sentence of Section 4.1. of the Bylaws be amended to read as the following: “The Secretary shall distribute agendas and minutes of all Senate meetings and convocations to all members of the Faculty ~~and continuing lecturers.~~”; and

BE IT FURTHER RESOLVED, that the first sentence of Section 2.1.2. of the Bylaws be amended to read as the following: “Special meetings of the Senate shall be held upon petition by twenty percent of the **Voting** Faculty, by forty percent of the Senate, or by action of the Executive Committee.”

Approved	Opposed	Abstention	Absent	Non-Voting
B. Buldt				C. Ortsey
A. Livschiz				
A. Marshall				
A. Nasr				
J. Nowak				
D. Tembras				
N. Younis				

TO: Fort Wayne Senate

FROM: Ann Marshall, Chair of the Executive Committee

DATE: November 21, 2021

SUBJ: Amendment to the Constitution--Definitional Changes (e.g., Lecturers) and Secondary Effects

WHEREAS, the definitional article of the Senate Constitution has included the academic rank of “lecturer” for many years; and

WHEREAS, this notation refers to a category that the Purdue system replaced with a university staff classification called “continuing lecturer” in AY 1998-1999; and

WHEREAS, [SD 02-5](#) amended the Senate Constitution to state that continuing lecturers are “associate members of the faculty” but did not remove “lecturer” from that document, leaving that term active; and

WHEREAS, [Purdue Policy VI.F.4](#) on lecturers was updated and [supplemented](#) in AY 2019-2020 to, among other matters, replace the classification of continuing lecturers with lecturers and permit their promotion to senior lecturer; and

WHEREAS, one effect of this policy change has been to make all references to “continuing lecturers” in the Constitution anachronistic; and

WHEREAS, another impact of this shift has been to make it impossible to choose a replacement for the elected representative of the continuing lecturers (see [SD 14-33](#)) since there are no more continuing lecturers at PFW; and

WHEREAS, the term of the current elected representative of the continuing lecturers ends at the conclusion of the present Senate term; and

WHEREAS, a third consequence of this policy update has been that lecturers have technically been treated as members of the PFW “faculty” for the purposes of faculty governance since it was fully implemented on this campus at the end of AY 2019-2020 (see [Senate Constitution](#) Sections I.C. and I.D.); and

WHEREAS, while Purdue Policy VI.F.4. does classify lecturers and senior lecturers as staff, it also contains language that permits units to treat individuals in these classifications as faculty for the purposes of faculty governance in their “bylaws”; and

WHEREAS, the Senate cannot simply replace every reference to “continuing lecturers” with “lecturers” in the Constitution without creating a logical paradox (i.e., lecturers being defined as both faculty in Section I.C. of the document and associate members of the faculty in its Section I.F.); and

WHEREAS, according to the current [certification of the faculty](#) (as authorized by Section II of the Constitution) and the [faculty-staff directory](#) in the 2021-2022 PFW undergraduate course catalog, instructors of all ranks are treated as members of the voting faculty; and

WHEREAS, there is no provision in the Constitution that explicitly authorizes this practice; and

WHEREAS, according to the current faculty-staff directory, there are five active instructors at PFW (two clinical instructors, two instructors, one senior instructor); and

WHEREAS, according to the current faculty-staff directory, the academic rank of “affiliate librarian” has fallen into desuetude; and

WHEREAS, the Executive Committee believes that there are instances in the Constitution where the distinction between faculty and voting faculty is not as clear as it should be; and

WHEREAS, there is a conflict between the Constitution and Bylaws on the conditions under which special meetings of the Senate can be called;

BE IT RESOLVED, that, except as explicitly noted below, all instances of the term “continuing lecturer” in the Senate Constitution be replaced with “lecturer”; and

BE IT FURTHER RESOLVED, that Section I.C. of the Constitution be amended as follows: “Positions of academic rank shall include professor, librarian, associate and assistant professor or librarian, instructor, **senior instructor**, ~~affiliate librarian~~, and lecturer, **and senior lecturer.**”; and

BE IT FURTHER RESOLVED, that Section I.E. of the Constitution be amended as follows:

“The Voting Faculty shall consist of those full-time members of the Faculty and those faculty who are on partial retirement, who are not enrolled in an undergraduate degree program at PFW nor in a graduate degree program in their home department and who:

1. Are tenured or hold tenure-track appointments in units subject to those powers of the Fort Wayne Faculty detailed in Section VI, below, and perform duties at least half of which consists of teaching or other creative/scholarly work; or
2. Are tenured or hold tenure-track appointments with the rank of librarian, ~~or~~ **associate librarian, or assistant librarian, or affiliate librarian**; or
3. Hold the rank of assistant, associate, or full clinical professor; **or**
- 4. Hold the rank of clinical instructor, instructor, or senior instructor.**”; and

BE IT FURTHER RESOLVED, that Section I.F. of the Constitution be amended as follows: “Associate Members of the Faculty shall consist of emeritus, ~~continuing lecturers~~, and visiting members of the Faculty and persons who have academic appointments but who are not Faculty. These individuals shall have the privilege of attending Faculty assemblies and convocations, but shall not possess the right to vote **during Faculty Convocations** ~~except for the elected representative of the continuing lecturers.~~”; and

BE IT FURTHER RESOLVED, that the last sentence of Section II of the Constitution be amended as follows: “Changes in the eligibility of individuals to vote, speak, or stand for elective office shall be effective immediately, but the January certification shall apply in defining the size and distribution of the **Voting** Faculty for procedures such as establishing a quorum, establishing a given fraction of the **Voting** Faculty, and apportionment.”; and

BE IT FURTHER RESOLVED, that Section IV.C. of the Constitution be amended as follows: “At any Faculty Convocation, any item may be brought up for discussion, and the Senate, the chief administrative

officer of PFW, the President, and the Board of Trustees of Purdue University may be petitioned for action by the convened Voting Faculty. **Only members of the Voting Faculty and the elected representative of the lecturers may vote on such petitions.**”; and

BE IT FURTHER RESOLVED, that Section VII.A.1.g. of the Constitution be amended as follows: “Additional members of the **Voting** Faculty selected **as Senators** according to procedures in this Article”; and

BE IT FURTHER RESOLVED, that the first sentence of Section VII.B.2.b. of the Constitution be amended as follows: “*Special Meetings*. Upon petition by twenty percent of the **Voting** Faculty **or forty percent of the Senate**, a special meeting of the Senate shall be called within a time limit determined by the Bylaws adopted by the Senate.”; and

BE IT FURTHER RESOLVED, that the first sentence of Section VIII.A.2. of the Constitution be amended as follows: “The review power shall be exercised by an Academic Personnel Grievance Board elected by the **Voting** Faculty.”; and

BE IT FURTHER RESOLVED, that Section VIII.B.1.a. of the Constitution be amended as follows:

“1. Senate actions shall be subject to review and check by the **Voting** Faculty through the following two procedures:

a. At any Convocation of the Faculty, past actions of its Senate may be brought to the floor for discussion. If a majority of those present **and eligible to vote** so direct, the Senate must reconsider its action at its next regular meeting.”; and

BE IT FINALLY RESOLVED, that these amendments become effective immediately upon Senate approval and ratification by the Voting Faculty in a referendum.

Approved	Opposed	Abstention	Absent	Non-Voting
B. Buldt				C. Ortsey
A. Livschiz				
A. Marshall				
A. Nasr				
J. Nowak				
D. Tembras				
N. Younis				

MEMORANDUM OF RESOLUTION

TO: Fort Wayne Senate

FROM: A. Marshall
Executive Committee

DATE: December 6, 2021

SUBJ: Review of Sabbatical Application Process

Whereas, PFW faculty have been working in a climate of ever-increasing work responsibilities, which for many faculty have limited their ability to devote appropriate time to research;

Whereas, PFW faculty have been working under significant budget constraints, which reduced their ability to attend conferences and short research trips; and

Whereas, the sabbatical time has been up till now the main option for many faculty to set aside time for their research; and

Whereas, during the review process of sabbatical applications by Professional Development Subcommittee (PDS) in Fall 2021, an unprecedented number of applications (6) were not recommended for a sabbatical, with the VCAA choosing this opportunity to follow the recommendations of PDS, despite overturning their recommendations in the past; and

Whereas, after all the sabbatical applications were submitted, the VCAA met with PDS to offer them suggestions for how they should review the applications; and

Whereas, PDS developed a set of criteria to evaluate sabbatical applications after sabbatical applications were already submitted based on “instructions from the VCAA,” and selectively using wording from SD 06-14, in some cases taking words out of context; and

Whereas, there appears to be an inconsistency in how many years of past productivity PDS considered; and

Whereas, faculty who submitted their sabbatical applications had no idea that PDS would be creating its own criteria after the applications were already turned in; and

Whereas, this process violates established practices of PDS where applications and evaluation rubrics are closely aligned and made available to applicants ahead of time, as is the case with Summer Research Grant Applications; and

Whereas, SD 06-14 states that “each department or division should establish specific criteria for the granting of sabbatical leaves that will serve as the basis of evaluation for applications coming from that department or division, and that are consistent with the above guidelines”; and

Whereas, the actions of PDS and the VCAA appear to be in violation of SD 06-14 as well as past practices of PDS; and

Whereas, these actions have caused tremendous stress for affected faculty, and a great deal of work for many members of the campus community; and

Whereas, the Faculty Affairs Committee (FAC) is the parent Committee of PDS and FAC is responsible for being “concerned with the responsibilities, rights, privileges, opportunities, and welfare of the Faculty, ...” (Bylaws 5.3.2.2.); and

Whereas, the Executive Committee considers this charge to FAC to warrant Faculty Senate deliberation at a Senate meeting;

BE IT RESOLVED, that the Faculty Affairs Committee undertake a review of the role that Office of Academic Affairs procedures or lack of procedures played in the way PDS carried out its review of sabbatical applications in Fall 2021; and

BE IT FURTHER RESOLVED, that the Faculty Affairs Committee undertake a review of the way PDS carried out its review of sabbatical applications in Fall 2021; and

BE IT FURTHER RESOLVED, that the Faculty Affairs Committee make appropriate revisions to SD 06-14, such as clarifying the role of the VCAA, clarifying the role of PDS, clarifying the process for determining criteria for evaluation, determining whether department criteria still have primacy, and any other matters that will prevent any confusion and therefore unnecessary stress for faculty in the future; and

BE IT FURTHER RESOLVED, that FAC submit its recommendations and/or policy revisions to the Executive Committee by the March 25, 2022 document deadline so that any updated policies can be implemented in fall of 2022.

Approved

B. Buldt
A. Livschiz
A. Marshall
A. Nasr
J. Nowak
D. Tembras
N. Younis

Opposed

Abstention

Absent

Non-Voting

C. Ortsey

Question Time

In August 2021, PFW faculty received [an email from the Office of Academic Affairs \(OAA\)](#) stating that due to budgetary constraints, professional development account (PDA) funds will not be available for faculty to use for conferences or related travel unless a faculty submits an appeal that require processing on three levels: (1) the academic unit chair's approval (2) the college dean's review, and (3) the Vice Chancellor of Academic Affairs for a final decision. Under our current extenuating circumstances (pandemic and low-enrollment), it is expected that the university takes such measures.

1. Could there be a more efficient appeals process for faculty to use so as not to go through multiple hoops?
2. Could there be a set of criteria that departments and/or Senate can develop to ensure that the appeals process is fair to all faculty who apply for funding?
3. As the pandemic enters its third year and since there are no tangible indications of financial growth, what plans are there for reinstating funds toward scholarly activity/events to foster professional development for faculty?
4. What assurances could you give faculty that current PDA conditions and processes will not be the norm moving forward?

A. Nasr

Question Time

Faculty research grants for summer were slashed significantly this academic year. For example, there was only funding for 2 summer grants, yet 22 applied. The only other active summer grant is the Collaboration Grant. Once again, colleges and departments faced limited TT or CL lines. When allocating the academic year budget, what percentage of funding is being pulled from faculty, department, and college support to subsidize administrative offices programs?

How does administration plan to re-allocate funding for faculty research and TT lines, given the significant cut from the budget this year? And if there are no plans to re-allocate funds for faculty research, then how does the administration intend to deal with low faculty morale prior to the cuts as well as after the cuts?

A. Nasr (from an anonymous faculty member)

Question Time

In the October senate meeting, in response to the question about restructuring of the Dean of Students office, we were told that changes were happening and there would be a new name for the office and an announcement about it. We were also told that there were no plans for hiring a Dean of Students. Given the important role that the office, and in particular, the dean of students, is supposed to play in the advocacy for students, could we please have an update on the status of the office, name change for the office, and how the work responsibilities of the Dean of Students will be handled in the newly restructured (and renamed) office.

A. Livschiz

MEMORANDUM

TO: Fort Wayne Senate

FROM: Ann Marshall, Chair
Executive Committee

DATE: December 6, 2021

SUBJ: Reminder about Faculty Committee and Subcommittee Minutes

WHEREAS, the work of Senate Committees and Subcommittees is essential to the success of faculty governance at PFW; and

WHEREAS, meeting minutes facilitate effective committee work, especially given the rotation of committee members and leaders each year;

WHEREAS, [Guidelines for minutes of Senate committees and subcommittees \(S.R. No. 97-1\)](#) explain committee minutes in detail; and

WHEREAS, an example of sub/committee minutes is available at:
<https://www.pfw.edu/committees/senate/meetings/committee-minutes/2017-18/EC%20Minutes%2020180329%20revised.pdf>

BE IT RESOLVED, that sub/committees are asked to be in compliance with the Bylaws, which state that committees “shall keep minutes available to all members of the Faculty” (5.1.4); and

BE IT FURTHER RESOLVED, that each sub/committee submit its minutes to Josh Bacon at bacojs01@pfw.edu for posting on the [Committee Minutes](#) section of the website on at least a semiannual basis.