



THE SENATE  
260-481-4160 • FAX: 260-481-6880

TO: The Senate  
FROM: Michael Wolf, Chair  
Academic Computing and Information Technology Advisory Subcommittee  
DATE: March 26, 2012  
SUBJ: End-of-the-Year Report, 2011-2012

## MEMORANDUM

TO: The Faculty  
FROM: Kathy Pollock, Chair  
Senate Executive Committee  
DATE: 26 March 2012  
SUBJ: End-of-the-Year Committee Reports

Attached are brief reports from Senate committees and subcommittees of their activities and actions for the past year.

## Chairs:

Academic Computing and Information Technology Advisory Subcommittee (M. Wolf)  
Subcommittee on Athletics (M. DeLancey)  
Budgetary Affairs Subcommittee (S. Ahrens)  
Calendar Subcommittee (J. Ross)  
Continuing Education Advisory Subcommittee (S. Skekloff)  
Curriculum Review Subcommittee (A. Livschiz, C. Lawton)  
Developmental Studies Subcommittee (K. Dehr)  
Educational Policy Committee (J. Toole)  
Faculty Affairs Committee (M. Masters)  
General Education Subcommittee (L. Wright-Bower)  
Graduate Subcommittee (S. Johnson)  
Honors Program Council (T. Bugel)  
Indiana University Committee on Institutional Affairs (S. Davis)  
International Services Advisory Subcommittee (N. Virtue)  
Library Subcommittee (G. Hickey, C. Truesdell)  
Nominations and Elections Committee (A. Merz)  
Professional Development Subcommittee (M. Walsh)  
Purdue University Committee on Institutional Affairs (P. Dragnev)  
Student Affairs Committee (K. Pollock)  
University Resources Policy Committee (A. Livschiz, M. Lipman)  
NCAA Faculty Representative (E. Blumenthal)

- 1) We put together a campus-wide committee to assess how Blackboard Learn is functioning so that we have evidence when deciding on a future adoption of Blackboard Learn or other Learning Management System.
- 2) We are nearly completed with two pieces of business that will be forwarded to ITPC and URPC and OAA.

a) We are writing a policy about faculty use of third-party websites for instruction (social media sites) that follow academic freedom, critical university information, intellectual property, and FERPA limitations. We are adopting a policy built from the Indiana University policy on Use of Social Networks, Blogs, Wikis, and Other Third-Party Hosted Tools in Instruction.

b) Second, we are nearly complete with a recommended software support and adoption policy. This will provide a mechanism for faculty, departments, and colleges to adopt software to benefit teaching, learning, and research while also assuring security for the network, cost, and balancing realistic levels of support from ITS and CELT.

## Membership:

Troy Bassett	Alice Merz
Prasad Bingi	Andres Montenegro
Samantha Birk (ex officio, voting)	Carlos Pomalaza-Raez
John Fitzgerald (ex officio, nonvoting)	Cheryl Truesdell (ex officio, voting)
Rebecca Jensen	Matthew Walsh
Robert Kostrubanic (ex officio, nonvoting)	Michael Wolf
David Liu	

TO: The Senate  
 FROM: Mark DeLancey, Chair  
 Subcommittee on Athletics  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

TO: The Senate  
 FROM: Budgetary Affairs Subcommittee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

Addressed the following issues:

Discussed the budget shortfall.

- 1) How IPPFW's new admission policy will affect athletics
- 2) Conference schedules for men's indoor and outdoor track
- 3) Scheduling games during finals
- 4) Staffing changes in Athletics
- 5) Role of new MAP center for student athletes
- 6) Gates seating policy for games

Memberships:

Susan Ahrens  
 Margit Codispoti  
 Suining Ding  
 Mark Jordan

Donald Linn  
 David Liu  
 Peter Ng  
 Ali Rassuli

Memberships:

James Bell (ex officio, nonvoting)  
 Elliott Blumenthal (Faculty Rep.)  
 I. Dan Corioan  
 Mark DeLancey  
 Jeannie DiClementi (Asst. Faculty Rep)  
 Suining Ding  
 Julie Dominguez  
 Patricia Farrell (Alumna)

Kelley Hartley (ex officio)  
 Donald Linn  
 Kimberly McDonald  
 James Moore  
 Robert Visalli  
 Lauren Wilson (Comp. Coord, nonvoting)  
 Nashwan Younis

TO: The Senate  
 FROM: Jody Ross, Chair  
 Calendar Subcommittee  
 DATE: March 22, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

During the fall 2011 semester, the Calendar Subcommittee approved the 2014-15 academic calendar and began surveying the IPFW community about the academic calendar and potential changes to the calendar formula. During the spring 2012 semester, the Calendar Subcommittee approved a revised version of the 2013-14 calendar and compiled and discussed the data collected from the survey of IPFW students, staff, faculty, and administrators regarding the academic calendar. These data indicated that the IPFW community is generally satisfied with the current IPFW calendar and strong support was not indicated for making any major changes to the calendar. Based on the results of the survey, the calendar subcommittee decided that no changes to the calendar formula were warranted. The current IPFW Academic Calendar Formula (Senate Reference No. 00-11) was approved by a unanimous vote. Although no changes were made to the originally-approved 2014-15 academic calendar, based on the formal calendar formula approved by the Calendar Subcommittee, the 2014-15 calendar was again approved by a unanimous vote.

Memberships:

Nodir Adilov  
 Gail Hickey  
 Jane Leatherman  
 David Lindquist  
 Teri Luce

Patrick McLaughlin (ex officio, nonvoting)  
 John O'Connell  
 Jody Ross  
 Julie Schrader

TO: The Senate  
 FROM: Susan Skekloff, Chair  
 Continuing Education Subcommittee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

No report received.

Memberships:

Susan Ahrens  
 Denise Buhr  
 Deborah Conklin (ex officio)  
 Sally Hartman  
 Debrah Huffman  
 Peter Ng  
 Susan Skekloff

TO: The Senate  
 FROM: Carol Lawton, Acting Chair  
 Curriculum Review Subcommittee  
 DATE: March 25, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

Proposed the following programs:

- Minor in Medieval Studies
- Minor in Professional and Applied Ethics
- Certificate in Information Systems Application
- Major in Early Childhood Education with Two Concentrations: B-5 and P-3
- Certificate in Lesbian, Gay, Bisexual, and Transgender (LGBT)
- B.S. in Dental Hygiene
- A.S. in Dental Assisting
- Minor in Astronomy

Memberships:

- Ron Duchovic
- Il-Hee Kim
- Carol Lawton
- Ann Livschiz
- Barbara Resch
- Becky Salmon
- Steven Sarratore (ex officio)
- Susan Skekloff
- Lubomir Stanchev
- Nichaya Suntornpithug

TO: The Senate  
 FROM: Karol Dehr, Chair  
 Developmental Studies Subcommittee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

Committee members: Stevens Amidon (Spring 2012 only; on sabbatical Fall 2011), Bruce Busby, Chao Chen, Karol Dehr, Sue Mau, Florence Mugambi, Dianna Zook

The following summary is based on Secretary Bruce Busby's minutes.

**September 16, 2011 meeting:**

1. Bruce provided an update on the Enrollment Strategies and First Year Council discussions on proposed admissions requirements, term retention, and proposed first year schedule.
2. The committee discussed any possible overlapping of this subcommittee's charge with those of the Advising Council and First Year Council.

**October 20, 2011 meeting:**

1. The committee discussed that the prior proposal changing the Senate description of the Developmental Studies Subcommittee is still in process and has not moved through the Senate. Sue will track down the status of those changes. The existing language and proposed language were reviewed.
2. Bruce provided an update of the Enrollment Strategies and First Year Council, noting that the proposed First Year Schedule identifying courses for the three admission groups was rejected by the Advising Council.
3. Copies of the Annual Review of the Academic Success Center for 2010 were distributed. The subcommittee was asked to review the document for the next meeting.

**December 9, 2011 meeting:**

1. Further discussion of the subcommittee's charter occurred.
2. Bruce led a discussion of the 2010 Academic Success Center's Annual Report.

**February 17, 2012 meeting:**

1. The subcommittee reviewed the most recent language for the proposed changes to the bylaws, after having received an email from Jamie Toole asking for some clarification. The committee unanimously voted to accept the language.

**March 16, 2012**

1. Karol reported that the EPC had approved the proposal and it is now under consideration by the Senate for ratification.
2. Steve reported on a meeting where he, Bruce, Doug Townsend, and Joseph McCormick met with representatives from Pearson to discuss possible MyLab products.
3. Bruce reported that the 4 piloted sections of the COAS-W111 with MyReadingLab was showing promise with students demonstrating measurable improvement in reading skills. A more complete report will be available at the end of the semester.

TO: The Senate  
 FROM: James Toole, Chair  
 Educational Policy Committee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

1. Approved amendment of the Senate by-laws to alter the membership of the Graduate Subcommittee.
2. Discussed regulations on academic misconduct.
3. Reviewed IPFW policies on late partial withdrawals and recommended changes to the forms used to process such withdrawals.
4. Reviewed IPFW policies on the acceptance of credits and grades through the Indiana College Network.
5. Recommended revisions to the Registrar's room scheduling policy.
6. Discussed the protection of faculty copyright and forwarded a document on that to the Senate for information only.
7. Approved revision of the Academic Regulations to modify rules on changes from credit to audit status.
8. Approved revision of the 2013-2014 academic calendar.
9. Approved the 2014-2015 academic calendar.
10. Reviewed the academic calendar formula document and approved changing it from a Senate reference document to a Senate document.
11. Worked with the General Education Subcommittee to (1) more clearly specify learning objectives for each of the six General Education areas and (2) connect General Education program goals more clearly to the Baccalaureate Framework.
12. Approved amendment of the Senate by-laws to modify the charge of the Developmental Studies Subcommittee.
13. Discussed IPFW policies concerning the penultimate week of the semester.
14. Approved an IPFW credit hour policy.
15. Approved the creation of an ad hoc General Studies Program Council.
16. Discussed the residency requirements in the Academic Regulations.

Membership: Anne Argast, Linda Hite, Rebecca Jensen, David Lindquist, William McKinney (ex officio), Patrick McLaughlin, James Toole, Yvonne Zubovic

TO: The Senate  
 FROM: Mark Masters, Chair  
 Faculty Affairs Committee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

The FAC has focused the majority of its attention on promotion and tenure criteria documents. In particular, we have been striving to revise and combine SD 88-25 and SD 94-3. There have been many fruitful discussions and we have been coming to a consensus but it is a very large task. We have also been working on revision of SD10-14 the document on workloads. We have also made progress here but have not yet finished. We have considered the report of the task force on student evaluations. Still remaining for this year will be the Associate Faculty Teaching Award.

Membership:

Margit Codisposi	Mark Masters
Marcia Dixon	William McKinney (ex officio)
Peter Dragnev	Audrey Ushenko
David Liu	

## MEMORANDUM

TO: Kathy Pollock, Chair  
Executive Committee, Fort Wayne Senate

FROM: Linda Wright-Bower, Chair  
General Education Subcommittee

DATE: December 19, 2011

SUBJ: Documents under Deliberation

The General Education Subcommittee (GES) continues to review proposals for new general education courses in addition to the review of all area six analysis and inquiry courses for recertification. The IPFW Director of Assessment and the IPFW Director of General Education now share administrative and secretarial support. Wanda Johnson provides this much needed assistance and considerable attention has been spent during this Fall 2011 semester organizing general education office procedures, creating a database, and providing resources to faculty. Mrs. Johnson has updated materials available on the GES website and has posted additional examples of approved recertification proposals and syllabi in addition to examples of assessment procedures. Furthermore, **Dustin Moore has been met with and assisted** faculty in preparing proposals and syllabi which met the intended general education program goals and learning objectives as defined in Senate Document #99-25.

I would like to encourage faculty to create interesting and novel area six course proposals. While the course proposal and recertification review process has moved slowly in the past, this is in part due to common problems, omissions and issues. Specifically the GES would like to see:

- Indications that the proposer has thought about how the source will satisfy the general education outcomes for area six along with foundation skills from area one.
- Evidence that the proposed outcomes are supported by the coursework and that both general education goals and outcomes are clearly defined in the syllabus.
- Clear methodology, descriptions, and strategies used to achieve the program and course objectives.
- Clear description of the proposer's definition of critical thinking such that there is a strong connection between the outcomes, learning activities and assessment procedures.
- Clear description of the methods used to assess the general education outcomes and how this course assessment will be incorporated in the departmental assessment plan. Faculty members and proposers are not expected to review every general education outcome every semester. Rotation patterns need to be addressed and discussed.
- Indications that the course is open to non-majors.
- Description of the major project or projects which involve research from multiple disciplines and critical thinking and synthesis.

Course proposals that are often NOT approved are those that:

- Appear to have various portions of Senate documents cut and pasted into multiple course proposals.
- Lack general education goals and outcomes on the syllabus.
- Lack clear methodology for addressing the general education outcomes.
- Lack reinforcement of area one foundation skills.
- Lack a focused course assessment process and procedure.

Presently, the GES is well represented on IPFW Assessment Council. Both Dustin Moore and I represent the general education program. We both are involved in a number of assessment related task forces and projects as members of the Council. One of these small working groups specifically addresses assessment of general education outcomes.

**There are two issues which may impact the work of the GES in the coming months. First, the recommendations from the Higher Education Commission recent accreditation report indicate that the program may need some organizational attention. Specifically,**

*"The link between the Baccalaureate Framework and General Education is not well articulated. The General Education subcommittee is encouraged to continue its efforts in defining general education as a program and in assessing student learning through its review and recertification of capstone courses."*

**Since the Educational Policy Committee has the final policy authority over the GES, it would follow that the plans for addressing these needs be developed by the EPC. The Director of General Education and the GES will be available to assist with this process as requested. We look forward to the development of a creative plan to address this much needed work. This is old stuff .....**

Second, the impact and influence of the December 9<sup>th</sup> release from the Indiana Commission for Higher Education regarding adopting measures to streamline the transfer and boast college completion on IPFW general education programs and courses is yet to be discussed. **A copy of this document follows this memo. What document is this?**

Presently, there are no documents under deliberation in the GES. However, we continue to work with faculty to highlight general education accomplishments and hope to have examples of approved course proposals and syllabi for all six areas posted by the end of 2012.

Please do not hesitate to contact the general education office @ 481-6099 should you require further information concerning general education.

Respectfully submitted,

Linda Wright-Bower  
Chair, General Education Subcommittee

TO: The Senate  
 FROM: Graduate Subcommittee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

Nothing to report.

Memberships:

Susan Ahrens  
 Sheena Choi  
 Linda Hite (PU Liaison)  
 Shannon Johnson  
 Karen Leonard (IU Liaison)

David Liu  
 Sue Mau  
 James Moore  
 Steven Sarratore (ex officio)

TO: The Senate  
 FROM: Stanley Davis, Chair  
 Indiana University Committee on Institutional Affairs  
 DATE: March 20, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

We have been meeting monthly with our IU campus counterparts. Ongoing on the agenda are IU benefits, IU P&T processes and updates to the IU Constitution and By-laws.

Memberships:

Stanley Davis  
 David Lindquist

Michael Nusbaumer  
 Zelimir Todorovic

TO: The Senate  
 FROM: Nancy Virtue  
 International Services Advisory Subcommittee  
 DATE: March 26, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

Wrote an online survey to poll faculty about their international expertise/experience, as well as their interest in/knowledge about international curricula at IPFW. We are planning to administer the survey either this semester or next.

Memberships:

Nodir Adilov  
 Sheena Choi  
 Jane Ehle (ex officio)  
 Mark Jordan

Myeong Hwan Kim  
 Brian MyIrea (ex officio)  
 Nancy Virtue

TO: The Senate  
 FROM: Cheryl Truesdell, Acting Chair  
 Library Subcommittee  
 DATE: March 21, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

At its fall meeting the subcommittee received a detailed update from the Dean on library accomplishments and issues. The subcommittee began a discussion of the best ways to provide feedback to the faculty and administration on the critical needs of the library. At its first spring meeting the subcommittee discussed taking a leadership role in soliciting feedback from faculty for the library's first program review. The subcommittee will develop questions for a survey of faculty targeted for fall 2012. The last meeting of the subcommittee will be in April 2012 to review and award Special Needs grants to faculty.

Memberships: Prasad Bingi, Chao Chen, Adam Coffman, Barry Dupen, Gail Hickey (Chair), Linda Hite, Donald Lin, Kathleen Murphey, Cheryl Truesdell, ex-officio.



TO: The Senate  
 FROM: Alice Merz, Chair  
 Nominations and Elections Committee  
 DATE: March 26 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

1. Conducted election for the Indiana University Speaker.
2. Conducted election for Presiding Officer
3. In the process of collecting faculty nominations for various Senate committees and subcommittees.

Memberships:

Suining Ding  
 Myeong Hwan Kim  
 Alice Merz  
 Zelimir Todorovic

TO: The Senate  
 FROM: Matthew Walsh  
 Professional Development Subcommittee  
 DATE: March 27, 2012  
 SUBJ: End-of-the-Year Report, 2011-2012

1. Evaluated applications for the IPFW Summer Faculty Research Grant program (27 proposals received)
2. Evaluated applications for the IPFW Summer Senior Faculty Research Grant Program (6 proposals received)
3. Evaluated sabbatical applications in November.

Memberships:

Susan Ahrens  
 Jihad Albayyari (ex officio, nonvoting)  
 Margit Codispoti  
 Andrew Downs  
 Peter Ng  
 Susan Skelloff  
 Matthew Walsh  
 David Young

TO: The Senate  
FROM: Peter Dragnev, Chair  
Purdue University Committee on Institutional Affairs  
DATE: March 26, 2012  
SUBJ: End-of-the-Year Report, 2011-2012

Nothing to report.

Memberships:  
Peter Dragnev  
Abdullah Eroglu  
Marc Lipman  
David Liu  
John Niser

TO: The Senate  
FROM: Suzanne LaVere, Chair  
Student Affairs Committee  
DATE: March 19, 2012  
SUBJ: End-of-the-Year Report, 2011-2012

Nothing to report.

Memberships:  
Jeffrey Casazza  
Chand Chauhan  
David Liu  
George McClellan (ex officio)  
Kathy Pollock  
Yvonne Zubovic

TO: The Senate  
FROM: Marc Lipman, Acting Chair  
University Resources Policy Committee  
DATE: March 26, 2012  
SUBJ: End-of-the-Year Report, 2011-2012

Reported to Senate an analysis of staffing and budget data.

Membership:

- Anne Argast
- Walter Branson
- Carol Crosby
- Rachel Dirig
- Peter Dragnev
- Abdullah Eroglu
- H. Jay Harris (ex officio, nonvoting)
- Zeynep Isik-Ercan
- Marc Lipman
- Ann Livschiz
- William McKinney (ex officio)
- Alice Merz
- John Niser
- Zelimir Todorovic
- Jack Dahl/Robert Wilkinson (non-voting)