

MEMORANDUM

TO: The Faculty

FROM: Brian Fife, Chair

Senate Agenda Committee

DATE: 25 March 2001

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. Also attached is the annual report from the NCAA Faculty Representative and the Compliance Coordinator.

Chairs:

- A. Academic Advising Subcommittee (E. Foley; D. Neitzel)
- B. Academic Computing and Information Technology Advisory Subcommittee (M. Kimble)
- C. Subcommittee on Athletics (K. McDonald)
- D. Budgetary Affairs Subcommittee (T. Guthrie)
- E. Calendar Subcommittee (L. DeFonso)
- F. Continuing Education Advisory Subcommittee (S. Isiorho)
- G. Curriculum Review Subcommittee (M. Codispoti)
- H. Developmental Studies Subcommittee (K. Freeland)
- I. Distance Education Subcommittee (M. Myers)
- J. Educational Policy Committee (L. DeFonso)
- K. Faculty Affairs Committee (D. Oberstar)
- L. General Education Subcommittee (S. Skekloff)
- M. Graduate Subcommittee (D. Turnipseed)

- N. Honors Program Council (G. Blumenshine)
- O. Indiana University Committee on Institutional Affairs (B. Fife)
- P. International Studies Program Advisory Subcommittee (S. Isiorho)
- Q. Library Subcommittee (D. May)
- R. Nominations and Elections Committee (D. Marshall)
- S. Professional Development Subcommittee (G. Mourad)
- T. Purdue University Committee on Institutional Affairs (J. Silver)
- U. Rules Committee (M. Codispoti)
- V. Student Affairs Committee (L. Hite)
- W. University Resources Policy Committee (M. Nusbaumer)
- X. NCAA Compliance Coordinator (D. Skelton)
- Y. NCAA Faculty Representative (E. Blumenthal)

Senate Reference No. 00-19-A

To: IPFW Senate  
From: Doug Neitzel, co-chair  
Re: Activity of Subcommittee on Academic Advising  
Date: March 23, 2001

The committee routinely takes into account broad-based issues on academic advising and students' progress toward a degree. The primary focus of our meetings this year has been the planning and implementation of the 4th annual Conference on Academic Advising at IPFW, including the naming of this year's Advisor of the Year Award winner--Jane Loomis--and successfully pairing Dr. Alberto Cabrera of Penn State as our keynote speaker while on campus to meet with a variety of groups discussing student progress, retention, and potential for this campus to improve its results in these categories.

Academic Advising Subcommittee (9 Voting Faculty, 4 administrators, 2 students)

Phyllis Agness, 2000-03

Paul Lin, 1999-02

Carl Drummond, 2000-02 (VCAA designee)  
Julie Fellers-Hook (ex officio)

Max Montesino, 2000-2003

Elaine Foley, 1998-01, Co-Chair

Douglas Neitzel, Co-Chair (ex officio)

James Haddock, 2000-03

James Owen, 1999-02

Laura Herbrand, 1998-01 (VCSA designee)

Michael Slaubaugh, 1999-02

AnnMarie LeBlanc, 2000-03

Cheryl Truesdell, 1998-01

2 students

TO: The Senate

FROM: Margaret Kimble, Chair  
Academic Computing and Information Technology  
Advisory Subcommittee (ACITAS)

DATE: March 22, 2001

RE: End-of-Year Report

ACITAS has reviewed computer software:

1. "Respondus" was evaluated and the purchase of a site license was recommended.
2. "TestPilot" was evaluated and the purchase of a site license was recommended.

ACITAS has provided input on the following discussions:

1. The evaluation of the strategic plan for IT on the IPFW campus.
2. The definition of and differences between computer literacy and information literacy.
3. The structuring of a computer literacy requirement for IPFW students.
4. The mechanisms for assessing computer literacy at IPFW.
5. Marge Kimble was elected to represent ACITAS on the Chancellor's Web Advisory Committee.

Academic Computing and Information Technology Advisory Subcommittee (12 Faculty & 5 Ex Officio Members)

Harold Broberg, 2000-03

George Bullion, 2000-03

Marcia Dixson (ex officio)

**John Erpelding, 2000-03**

John Fitzgerald (ex officio)

Margaret Kimble, 1998-01, Chair

Robert Kostrubanic (ex officio)

Daniel Liang, CS, 1998-01

Linda Meyer, 2000-03

Ed Moritz, 1999-02

Robert Murray, 2000-03

Mark Myers, 1999-02

Kathy Trier, 1998-01

Judith Violette, 1998-01

Distance Ed representative (ex officio)

To: Fort Wayne Senate

From: Kim McDonald, Chair

Subcommittee on Athletics

Subject: Annual Report, 2000-01

Date: March 22, 2001

The subcommittee considered the following items during the 2000-01 academic year:

1. Potential Division I conference membership for IPFW.
2. Status of the IPFW track program.
3. Usage of the Gates Center facilities.
4. NCAA appeals of athletes as a result of the move to Division I.
5. New eligibility requirements for student athletes were approved. Proposal approved by Student Affairs and will be presented to the senate.
6. Created an ad-hoc eligibility subcommittee to assist the Faculty Representative and the Compliance Coordinator.
7. Began a review of athletic schedules for 2001-2002. Plan to create some guidelines to assist coaches in scheduling athletic events.

Members:

Elliott Blumenthal

Walter Bowman

Carl Drummond

Patricia Farrell

Nick Gray

Kelley Hartley

David May

Kim McDonald

Brian Miller

David Oberstar

John Robinson

Lori Beth Royse

David Skelton

David Thunte

TO: Faculty Senate  
FROM: Tom Guthrie, Chair  
Budgetary Affairs Subcommittee  
DATE: March 22, 2001  
SUBJECT: Year-end Report

Activities of BAS:

1. Submitted an analysis of the administration's move to NCAA DI as requested by the Senate.
2. Monitored IPFW's biennial budget request to the state.
3. Reviewed the administration's proposal to become involved with Science Central.

BAS members:

Ken Balthaser  
Robert Barrett  
George Bullion  
Tom Guthrie  
Peter Iadicola  
David Oberstar  
Kenneth Perry  
David Thuente



MEMORANDUM

TO: The Senate

FROM: Lenore DeFonso, Chair, Calendar Subcommittee

DATE: March 23, 2001

SUBJ: End-of-the-Year Committee Report

Committee Business for 2000-2001:

1. The committee prepared and distributed a questionnaire for administrators, faculty, staff, and students regarding academic calendar alternatives.
2. Questionnaire data (analyzed by Jim Moore, BMS, and Bill Baden, IT Services) were considered and potential changes to the academic calendar were discussed.
3. Several changes to the calendar formula document, involving the Fall Semester schedule, were approved. (Sent to the Educational Policy Committee and the Senate for information only.)
4. The 2003-2004 calendar, incorporating the changes in the calendar formula, was prepared and sent to the Educational Policy Committee for its approval.
5. Difficulties and inconsistencies in the final examination schedule were discussed, and will be reconsidered for future action.

Committee Members: Kevin Browne, Nancy Cothorn, Sue DeChant, Lenore DeFonso (Chair), Linda Graham, Ed Leonard, Louise Misegades, Jim Moore, Ken Stevenson.

Senate Reference No. 00-19-F

**To:** Fort Wayne Senate  
**From:** Solomon A. Isiorho, Chair  
Continuing Education Advisory Subcommittee  
**Subject:** Annual Report, 2000-2001  
**Date:** March 26, 2001

The Continuing Education Advisory Subcommittee had no business this year. A search for a new Director of Continuing Education is currently under way.

There are no items under discussion at this time

Continuing Education Advisory Subcommittee (6 Faculty & 1 Administrator)

Jacque Brian, 1999-02

Linda Meyer, 1999-02

Harold Broberg, 2000-03

Dyne Pfeffenberger, 1998-01

Lucille Hess, 1998-01

Deborah Conklin (ex officio)

Solomon Isiorho, 1998-01, Chair

Senate Reference No. 00-19-G

TO: Fort Wayne Senate  
FROM: Margit Codispoti, Chair  
Curriculum Review Subcommittee  
DATE: March 21, 2001  
RE: End-of-year report

During 2000-2001 the Curriculum Review Subcommittee reviewed and endorsed a proposal from the School of Public and Environmental Affairs for a major in Environmental Studies in the Bachelor of Science in Public Affairs degree.

Review of a proposal for a Bachelor of Science in Human Services is pending.

Committee Membership:

M. Codispoti, Chair

T. Guthrie

C. Lawton

D. Mansour-Cole

D. McCants (ex officio)

J. Moore

G. Mourad

R. Narang

D. Oberstar

K. Murphey

B. Resch

B. Salmon

2 students

**MEMORANDUM**

**To:** Fort Wayne Senate

**From:** Kate Freeland

**Date:** 3/23/01

**Re:** Developmental Studies Report

The Developmental Studies Subcommittee met twice this academic year, November 21, 2000 and February 20, 2001.

**This committee continues to track the progress of the Task Force on Academic Success of First-Year Students. Rachelle Darabi, who is a member of that task force, reports back to this committee when we meet.**

**The committee members agree that our role in this developing situation will include studying the reports produced by the task force and making recommendations to the Senate. Kate Freeland, the current chair of this committee, will request copies of those reports for the committee in a timely manner.**

Developmental Studies Subcommittee (6 Faculty & 1 Administrator)

Margit Codispoti, 1998-01

Brenda Lundy, 2000-01

Rachelle Darabi, (ex officio)

Richard Ramsey, 1998-01

Kate Freeland, 2000-03\*, Chair

Joyce Vetter, 1999-02\*

Raul Galoppe, 2000-03

\*appointed by the chair of the English Department or the Mathematics Department

Distance Education Subcommittee Final Report

Distance Subcommittee members: Pat Ashton, Hal Broberg, George Bullion, Linda Meyer, Carol Sternberger, Mark Myers, John Fitzgerald (ex officio), Deb Conklin (ex officio), Linda Taylor (ex officio), Tony Cardenas (ex officio), Jack Dahl (ex officio), and Judith Violette

The DE Subcommittee met 26 January, 1 December, and a special meeting was held 22 February with Bob Schweitzer of the Indiana State Board of Education. One additional meeting is planned with Paula Herron, Advanced Placement coordinator of the College Board.

The DE Subcommittee addressed the following issues:

- 1) Faculty and staff may find it beneficial to develop an on-line questionnaire through Web CT to assess support services for distance students;
- 2) Faculty and staff may look at the possibility of offering distance education services to facilitate Advanced Placement classes in area high schools;
- 3) It might be productive to define the role of CELT in faculty development;
- 4) The departments might want to review recruitment information shared with prospective faculty relative to distance education;
- 5) Faculty and staff may find it productive to look at issues linked to promotion and/or tenure and distance education.

The chair of the DE Subcommittee met with the EPC 15 February 2001. The following recommendations and suggestions were disseminated:

- 1) The DE Subcommittee **recommended** to Vice-Chancellor Hannah and the EPC that a dialog be initiated with high schools related to dual credit via distance. In addition, it was recommended that IPFW follow up immediately with local secondary school principals. One series of courses would prepare high school teachers to teach AP courses; a second series of courses would consist of college credit classes offered by IPFW faculty directly to area high school students.
- 2) The DE Subcommittee **recommended** that CELT establish special guidance to assist faculty to assess teaching and the quality of distance classes.
- 3) The DE Subcommittee **recommended** to Vice-Chancellor Hannah that all faculty job postings include an expectation for participation in distance education, even if that expectation is not immediate.
- 4) The DE Subcommittee **recommended** to the Faculty Affairs Committee that promotion and tenure guidelines address explicitly the means of crediting, assessing, and documenting distance education efforts by individual faculty.

- 5) The DE Subcommittee **suggested** that the future meetings involve representatives for the Indiana State Department of Education to discuss the AP program requirements and procedures.
- 6) The DE Subcommittee **suggested** that the DE Task force members be invited to the next meeting with the AP representative.

A meeting was conducted 22 February with a representative of the Indiana State Board of Education to discuss Advanced Placement. Additional information was acquired from a report authored by Dr. Barry Bull, IUB. Subsequent meetings with representatives of the College Board are planned.

Respectfully submitted,

Mark D Myers, Chair

March 20, 2001

MEMORANDUM

TO: The Senate

FROM: Lenore DeFonso, Chair, Educational Policy Committee

DATE: March 23, 2001

SUBJ: End-of-the-Year Committee Report

Committee Business for 2000-2001:

1. The EPC approved changes to the Assessment Council document, based on their recommendation. Sent to the Senate and approved at the October, 2000, Senate meeting.
2. A proposal from the Honors Council to update the charter of the Honors Program was approved. Sent to the Senate and approved at the March, 2001, Senate meeting.
3. The committee provided suggestions to J. Clausen regarding the General Education computer literacy requirement. A proposal from the General Education Subcommittee was later approved by the EPC. Submitted to the Senate for information only at the March, 2001, Senate meeting.
4. The following items from the Calendar Subcommittee were approved: revisions to the academic calendar formula, and the 2003-2004 academic year calendar incorporating these revisions. EPC also approved amending the 2002-2003 academic calendar to incorporate the same revisions. Submitted to the Senate for inclusion on the March, 2001, agenda.
5. A "Senior Scholar" (senior citizen auditor) proposal from the Committee on Aging and Aged was discussed. This proposal was endorsed by last year's EPC, but there were problems with its implementation. It was recommended that the CAA discuss policy implications of the proposal with VCFA Walt Branson.
6. Several items from the Registrar were discussed, notably the need for a FN grade which would distinguish between and Earned or Unearned (i.e. just quit coming to class) failure. It was noted that this information would be helpful in early intervention and retention initiatives.
7. A report and set of recommendations from the Distance Education Subcommittee were discussed. (The DES report is attached to the March, 2001, Senate agenda for information only.)
8. Proposed changes to the Academic Appeals Committee were presented by the VCAA. The changes were favorably received by EPC, but will be presented to the AAC before being returned to EPC for formal approval.
9. The committee considered a proposal from the VCAA to reorganize the Office of Sponsored Research. Submitted to the Senate for inclusion on the April, 2001, agenda.
10. The following issues were discussed, and retained as continuing EPC agenda items:



- a. The community college issue, including transferability, jurisdiction, etc.
- b. The benefits of a cooperative arrangement between IPFW and Ivy Tech, relative to the above.
- c. Distance/ distributed/ electronically mediated education.
- d. Possible changes in student appeal procedures for issues other than grades.

Committee Members: Kevin Browne, Lenore DeFonso (Chair), Mike Downs, Susan Hannah, Linda Hite, Dennis Marshall, Patrick McLaughlin, David Oberstar, Robert Sedlmeyer.

TO: The Senate

FROM: Faculty Affairs Committee

David Oberstar, Chair

DATE: March 19, 2001

SUBJ: End-of-the-year report

The first issue examined by the committee was overload teaching. The result of those discussions was a set of principles of good practice which the VCAA could use in determining whether an overload should be approved. Those principles can be found in the minutes of the October 9, 2000 meeting of the Faculty Affairs Committee.

The committee's second item of business was a draft document by President Myles Brand of Indiana University. The document was a proposed letter to candidates for tenure at Indiana University in which the faculty member is asked to agree to abide by certain standards of respect, civility and professional behavior as a condition to accepting tenure at IU. The VCAA sought reactions and comments from the committee to aid in forming this campus's response to the draft.

The third topic of discussion related to the promotion and tenure process, specifically regarding the making of substantive changes to a dossier after the departmental committee has reviewed it. Again some very basic principles of good practice were suggested by the committee to the VCAA.

The committee also examined a document on faculty appointments which is currently under review by the University Faculty Council of Indiana University. Specifically, this campus's Faculty Affairs Committee was asked to send comments, suggestions and questions back to the UFC through Brian Fife, who is a representative of IPFW in that body. This was done.

Currently the committee is considering a promotion and tenure procedures document from the division of Organizational Leadership and Supervision.

Faculty Affairs Committee (6 Senators & 1 Administrator)

Hosni Abu-Mulaweh, 2000-02

Sally Hartman, 2000-01

Elaine Blakemore, 2000-03

David Oberstar, 1998-01, Chair

Brian Fife, 1999-01

Yvonne Zubovic, 1999-01

Susan Hannah (ex officio)

TO: The Senate

FROM: General Education Subcommittee

Sue Skekloff, Chair

DATE: March 19, 2001

SUBJ: End-of-the-year report

1. Nine course proposals discussed and approved
2. Surveyed Schools regarding the current status of computer literacy requirements in their courses. Based on input received, approved and sent report and recommendations on the computer literacy requirement to the Educational Policy Committee.
3. Description of General Education program for publication in Schedule of Classes approved. Work underway on similar content for publication in an informational brochure for students.
4. Revision/updating of General Education web page information underway, to be made consistent with online schedule of classes, printed schedule of classes, and OASIS.
5. Revision of implementation guidelines.

General Education Subcommittee (7 Faculty, 1 Administrator)

Kenneth Bordens, 2000-03

Sue Skekloff, 1998-01, Chair

John Brennan, 2000-03

Roberta Tierney, 2000-03

Jeanette Clausen (ex officio)

Wayne Unsell, 1999-02

Marge Kimble, 2000-01

Linda Wright-Bower, 1999-02

TO: The Senate  
FROM: Graduate Subcommittee  
David Turnipseed, Chair  
DATE: March 23, 2001  
SUBJ: End-of-the-year report

The Grad. Subcommittee considered the proposal for a Graduate Certificate in Nursing. Dr. Lemire met with the Committee to answer any questions. After due consideration of the proposal, the Committee voted unanimously to approve the new Graduate Certificate program.

Graduate Subcommittee (11 Voting Faculty, 2 Faculty Liaisons, 1 Administrator, & 2 Graduate Students)

Avon Crismore, 2000-2003 (IU Liaison)	Richard Ramsey, 1999-02
Jane Grant, 1999-02	Steve Sarratore, 1999-02
Larry Griffin, 1998-01	Mitchell Sherr, 1998-01
Peter Iadicola, 2000-03	Carol Sternberger, 1998-01
David McCants (ex officio)	David Turnipseed, 2000-03, Chair
Mark Myers, 2000-03	W. Douglas Weakley, 2000-03
Frank Paladino (PU Liaison)	Nash Younis, 2000-03
	2 student vacancies

TO: The Senate  
FROM: Honors Program Council  
Gary B. Blumenshine, Chair  
DATE: March 23, 2001  
SUBJ: End-of-the-year report

The Honors Program Council amended and approved the formal enabling documents relevant to the program, its operations and structure. These documents then received pro forma approval by official committees and the Senate this year. The Honors Center opened in Spring, 2001. Matters under discussion this year included naming the program, a long-range planning document, and the process of student entrance and retention in the program. The Council also approved sundry administrative regulations, which allowed the Honors Program to function more smoothly and successfully.

Honors Program Council (10 Faculty, 2 Administrators, & 2 Students)

Hosni Abu-Mulaweh, 2000-02	Dina Mansour-Cole, 2000-02
Gary Blumenshine, 1999-01*, Chair	Ray Marchionni, 1999-01
Dipak Chowdhury, 1999-01	Dennis Marshall, 2000-02
Carl Drummond (ex officio)	Rebecca McConnaughey, 1999-01
Peter Hamburger, 1999-01	Hedayeh Samavati, 2000-02*
Robert Hawley, 1999-01	Elena Vaccaro, 2000-01 1 student vacancy
Matthew Kubik (ex officio)	

\*appointed by Academic Vice Chancellor

**To:** Fort Wayne Senate  
**From:** Brian Fife, Chair

IU Committee on Institutional Affairs  
**Subject:** Annual Report, 2000-2001  
**Date:** March 25, 2001

The IU Committee on Institutional Affairs solicited nominations and conducted the elections of the Faculty Board of Review and the representatives to the Indiana University University Faculty Council.

Indiana University Committee on Institutional Affairs (4 Senators & Speaker)

Brian Fife, 2000-02, Chair

Michael Nusbaumer, 2000-01

Bev Hume, 1999-01

1 vacancy

Joe Nichols, 1999-01

Senate Reference No. 00-19-P

TO: Fort Wayne Senate

FROM: Solomon Isiorho, Chair

International Studies Program Advisory Subcommittee

DATE: 25 March 2001

SUBJ: End-of-the-Year Committee Reports

The International Programs Committee discussed the International Students Organization (ISO) Banquet scheduled for April 7, 2001 among other things. Barbara Waters announced her resignation as the director of the International Services, effective June 30, 2001.

There are no items under discussion at this time

Members: Solomon Isiorho, Sheena Choi, Barbara Waters, Marie Gemender, Jane Banks, Jane Ehle, Max Montesino, Zoher Shipchandler



Senate Reference No. 00-19-Q

To: Fort Wayne Senate

From: David May, Chair

IPFW Library Subcommittee

Date: 23 March 2001

Re: Annual Activities of the Library Subcommittee

In the 2000-2001 academic year, the IPFW Library Subcommittee accomplished the following:

1. Drafted a resolution regarding fair use of Reserves Express and sent it to URPC for their consideration.
2. Established an Information Literacy Task Force to define and clarify Information Literacy at IPFW.
3. Evaluated Special Needs Funds Requests and awarded the funds to chosen recipients.
4. Adopted a resolution to support the Direct Loan Module Change within the Indiana University system.

Library Subcommittee (8 Faculty, 1 Administrator)

Nancy Cothorn, 1999-02

Kathleen Murphey, 1998-01

Linda Hite, 1998-01

David Oberstar, 1999-02

Beomjin Kim, 2000-03

Richard Ramsey, 1998-01

Richard Manalis, 1998-01

Judith Violette (ex officio)

David May, 2000-03, Chair

MEMORANDUM

TO: The Senate

FROM: Nominations and Elections Committee

Margit Codispoti

Brett Harwood

Dennis Marshall, Chair

Yvonne Zubovic

DATE: 20 March 2001

SUBJ: End-of-the-Year Committee Report

The committee solicited nominations for the Presiding Officer of the Fort Wayne Senate and the Speaker of the Purdue University Faculty. One nominee was received for each position; no election was necessary. The committee is currently conducting the vote for the ratification of an amendment to the Constitution of the Faculty and is also conducting the elections for all Senate committees and subcommittees as needed.

Senate Reference No. 00-19-S

To: IPFW Faculty Senate

From: George Mourad, Chair

Professional Development Subcommittee

Date: March 25, 2001

Re: End-of-Year Report

- Reviewed and evaluated 23 applications for 2001-2002 sabbatical leaves and forwarded our recommendations to the VCAA.
- Reviewed, evaluated and ranked 26 IPFW Summer Grant applications for summer 2001 and forwarded our recommendations to the VCAA.
- Reviewed, evaluated and ranked 25 PRF Summer Grant applications (22 of which were co-applicants for the IPFW summer grants) for summer 2001 and forwarded our recommendations to the VCAA.

Committee Membership:

M. Codispoti

A. Crismore

R. McConnaughey

K. McDonald

S. Hannah, ex officio

M. Montesino

G. Mourad, Chair

D. Young

Senate Reference No. 00-19-T

**To:** Fort Wayne Senate

**From:** James Silver, Chair

PU Committee on Institutional Affairs

**Subject:** Annual Report, 2000-2001

**Date:** March 26, 2001

The committee had no business this year.

Purdue University Committee on Institutional Affairs (4 Senators & Speaker)

Lenore DeFonso, 2000-02

James Silver, 1999-01, Chair

Brett Harwood, 1999-01

Jonathan Tankel, 2000-03

1 faculty vacancy

Senate Reference No. 00-19-U

TO: Fort Wayne Senate

FROM: Margit Codispoti, Chair

Rules Committee

DATE: March 21, 2001

RE: End-of-year report

During 2000-01 the Rules Committee proposed to the Senate:

Amendments to the Bylaws of the Senate General Provisions (regarding calling the first meeting of the year) and Ad Hoc Committees.

Amendments to the Constitution of the Faculty: Merger of the Agenda and Rules Committees to form the Executive Committee.

Committee Membership

P. Bingi

M. Codispoti

M. Downs

To: The Fort Wayne Senate  
From: Student Affairs Committee  
Linda Hite, Chair  
Date: March 21, 2001  
Subject: End of year report

The Student Affairs Committee had only an initial meeting in the fall term, because there were no items requiring our attention.

During the spring term, we addressed the following:

Eligibility for student athletes (forwarded from SCOA)

Nondiscrimination policy as it relates to the IPFW Student Code of Rights, Responsibilities, and Conduct, amendment to Senate Document SD 89-28.

Student Affairs Committee (6 Senators, 1 Administrator, & 4 Students)

Frank Borelli (ex officio)	Deborah Ross, 2000-03
Linda Hite, 2000-03, Chair	William Skoog, 2000-03
Beverly Hume, 1999-01	Yvonne Zubovic, 1998-01
Joe Nichols, 1998-01	4 students

To: The Fort Wayne Senate  
From: University Resources Policy Committee  
Mike Nusbaumer, Chair  
Date: March 21, 2001  
Subject: End of year report

This year the only official URPC report was the committee's recommendations regarding the move to Division I. We also decided to keep all current parking arrangements on campus as they currently stand. We also discussed issues surrounding the creation of dedicated parking spaces, library reserve policy, and Gates center use policies, but no formal actions were taken on these issues.

University Resources Policy Committee (6 Senators, 4 Administrators, 2 Staff, & 2 Students)

Walter Branson (ex officio)	Joe Nichols, 1999-01
Jack Dahl (ex officio)	Michael Nusbaumer, 1998-01, Chair
Dave Danielson (ex officio)	David Oberstar, 1999-01
Carl Drummond, 1998-01	Mary Schoeler, 2000-01
Susan Hannah (ex officio)	Robert Sedlmeyer, 2000-02
Sally Hartman, 2000-03	Laura Jones, 2000-01

TO: The Faculty Senate IPFW  
FROM: Elliott Blumenthal, Faculty Athletic Representative (FAR)  
DATE: March 23, 2001  
SUBJECT: End of Year Report, Academic Year 2000

1. IPFW Activities:

Attended Subcommittee on Athletics meetings. Served as Chair of the Eligibility Committee of SCOA. Participated in a number of meetings with the AD, CC, Senior Women's Administrator (SWA), Coaches, and SCOA members, as well as the Chancellor and Registrar's Office concerning student athlete issues. We discussed and reviewed grade check forms and protocols, eligibility/ineligibility of athletes time lines (when an athlete can become eligible for participation in sports after academic ineligibility, and when an athlete becomes ineligible to play because of academic insufficiency). Involved in SOAR presentations to coaches and student-athletes at the beginning of the year, and involved in helping to design some of the PASS presentations to student athletes during the beginning of each semester. Involved in helping to submit student athlete appeals to the NCAA during the transition from Division II to Division I. Involved in administering some of the exams that coaches were required to take prior to allow them to talk to and recruit student athletes. Involved in the discussions concerning the move to Division I at SCOA. Presented the budget of the Athletic Department of SCOA for review. Involved in discussions concerning the lowering of student athlete grades during their first year of eligibility from 2.0 to 1.85. This was passed by SCOA.

There have been approximately 10 times in which I have been involved in mediating problems between Student Athletes and Instructor/Professors on Campus with regards to attendance policies and student athlete absences and testing. These issues have been resolved to the satisfaction of all parties. Nominated Laura Douglas (Women's Volleyball and Basketball) and Dawn Carrier (Women's Tennis) for GLVC Student-Athlete of the year. Laura Douglas won in volleyball and will be presented with her award at the Spring, 2001, meeting of the GLVC. This will be our last formal association with the GLVC members.

Have continued to be involved in learning the SIS and NCAA Compliance software packages as they apply to student athletes and compliance with NCAA rules and regulations for academic eligibility.

Have passed out to student athletes who are either graduating or who have used up their athletic eligibility an "EXIT INTERVIEW" form.

2. Great Lakes Valley Conference (GLVC) Activities and NCAA Activities:



Attended the GLVC meeting in Indianapolis in May 2000 and September, 2000, and the annual NCAA Convention in Orlando, Florida, January, 2001. There was significant discussions at the NCAA convention concerning eligibility rules defining amateur athletes and rules were suggested but not yet implemented.

TO: Fort Wayne Senate

FROM: David R. Skelton

NCAA Compliance Coordinator

DATE: March 21, 2001

RE: NCAA Compliance Activity Annual Report

This report contains activity completed from April 2000 through March 2001, including follow-up required for actions initiated during the previous twelve months.

#### NCAA RESPONSIBILITIES

1. Continuous monitoring of the recruiting and operational functions of the IPFW intercollegiate athletics program resulted in the discovery of three minor infractions (secondary violations), none of which was sufficient to alter a student athlete's ineligibility but probably will result in a sanction on the coach involved. In addition to the infractions report, thirty four appeal/waiver processes were initiated. The situations are summarized below.
  - a. Early in the spring semester 2001 three secondary violations were discovered in the awarding of athletics financial aid in the men's and women's track programs. A routine review of scholarship equivalencies showed that three track athletes who were not qualifiers for initial eligibility had been recommended for athletic aid awards by the coach and subsequently awarded by the associate athletic director. Once the infractions were verified, actions were taken to recover the aid. The cases are now being prepared for possible sanctions and self-report to the NCAA. The process will be completed by the end of the academic year 2000-2001.
  - b. At the request of Chancellor Wartell and then SCOA Chair Carl Drummond, an appeal of the 1999 NCAA action in the women's basketball program for "delay of 2000-2001 practice" was submitted. Result of the appeal of those two infractions was finally received and the appeal was denied.
  - c. When the NCAA exception was granted in early September 2000 for IPFW to begin the transition from Division II to Division I, a thorough review of eligibility relative to Division I regulations was conducted. As a result of the review thirty-one appeals for waivers were initiated for the student athletes who were affected and declared ineligible. The process primarily involved five areas of eligibility (25-50-75% satisfactory progress toward a degree, initial qualification status, the five-year calendar rule, basketball transfers from other four-year institutions, and junior college transfer with no associate degree). Four of the appeals were granted. At the end of spring semester 2001, twelve potential appeals may need to be filed for additional student athletes who will be confronted with a problem relative to the "five-year calendar rule" if they desire eligibility in 2001-02.

- d. Three requests for waiver of eligibility requirements were submitted to the NCAA during the course of the year. An initial eligibility waiver request changed the status of one student athlete from non-qualifier to partial qualifier, and two appeals for exception to other "participation rules" were submitted. The waivers were both denied by the NCAA.
2. The NCAA Annual Convention was attended in January 2001. The seminar included intensive "hands-on" training sessions relative to utilization of the Windows version of the NCAA Compliance Assistant Software system being implemented by IPFW. The sessions were very helpful.
3. Concerted time and effort were devoted to preparation of the Compliance Assistant systems application at IPFW including an interface with IPFW's SIS+ academic record component. The system was initially operational in January 1999, and the Windows version was implemented in January 2000. Initial focus has been directed to utilization of the Eligibility, General Information, and Financial Aid/Squad List modules. The "downloading" from SIS+ to the initial DOS version did not convert to the Windows version and is not functional. When SIS+ is replaced, a new "downloading" of academic information will be attempted.
4. All required NCAA and GLVC forms for the 2000-01 academic year were completed, distributed, and filed with the appropriate institutional, conference, and NCAA personnel.

#### STUDENT ACADEMIC PERFORMANCE

1. Several components were expanded to enhance the academic services provided to assist student athletes.
  - a. Approximately a 0.20 FTE academic advisor was available to student athletes.
  - b. Each student athlete provided an introductory letter to each professor at the beginning of each semester to inform them that she/he was a team member, provide a playing schedule, and alert the professor to "grade progress" checks and absence notification.
  - c. Student athletes were required to submit to the compliance office and coach a complete schedule information form which included professor name, phone number, and office location.
  - d. New individualized "grade progress" forms were designed to enhance feedback from professors, at least twice a semester.
  - e. "Study Skills Development Sessions" were provided at the beginning of each semester, followed by weekly study table sessions throughout the semester. All new student athletes and returning athletes whose cumulative GPA was less than 2.30 or previous semester GPA was less than 2.50 were required to attend study table unless the team had its own study program.

2. Academic progress for eligibility was monitored for all student athletes for Fall Semester 2000 and Spring 2001, with appropriate follow-up with student athletes, coaches, athletic administrators, and faculty.
3. Continuing eligibility status was evaluated for all student athletes at the conclusion of each semester and summer session in 2000. Student athletes were provided with specific written recommendations for addressing academic deficiencies, and copies were sent to respective coaches.
4. Initial eligibility status for all new student athletes was obtained from the NCAA Initial Eligibility Clearinghouse. Transfer student eligibility information was obtained in collaboration with each institution previously attended by the student athlete.
5. Summaries of student athlete academic achievement and deficiency were prepared after Spring Semester 2000 and Fall Semester 2000. The information was reported to the Subcommittee on Athletics (SCOA), and the names of student athletes who achieved academic distinction were displayed on the honor board in the Gates Center following each semester.
6. A new process was initiated to solicit the input of appropriate academic units in the assessment of progress toward a degree according to the NCAA 25-50-75 rule for each student athlete. The process has enabled each coach and student athlete to be informed of deficiencies that must be addressed during the summer to insure eligibility for the Fall 2001.

#### STAFF ACTIVITY

1. Continuous orientation to all compliance functions was provided for new coaches. The 2000-01 year started with eight of the ten head coaches being relatively new to the program within the last year. Virtually all sixteen sports had new or additional assistant coaches who also needed the orientation to NCAA rules, policies, and procedures including the additional requirements imposed by the transition to Division I. Consequently the orientation process seemed endless.
2. Numerous rules interpretations were provided for coaches, athletic administrators, prospects and their parents, and IPFW faculty/staff.
3. The NCAA certification exam to recruit off campus was administered to all assistant and head coaches. Rules education materials and study guides were available in preparation for the exam.
4. Arrangements were made to receive two satellite TV teleconference presentations which were conducted jointly by the NCAA and the National Association of High Schools. The programs focused on new qualification standards and requirements for "initial eligibility" as high school students prepare to seek athletic participation in college. Discussion was included on the topics of changes in "core course requirements" and new provisions to be made for students with learning disabilities. Each teleconference was video taped and made available to anyone unable to view the live presentation.
5. Eligibility and compliance issues were discussed regularly at athletic department meetings and at SCOA meetings.

6. Forms were revised to assist coaches in documenting all recruiting activities and in summarizing the academic history of all potential transfer student athletes. The forms will enhance the process of determining the eligibility status of all potential new student athletes.