

MEMORANDUM

TO: The Faculty

FROM: Downs, Chair
Senate Agenda Committee

DATE: 25 March 2000

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 (W. Bruening; D. Neitzel)
 - B. Academic Computing and Information Technology Advisory Subcommittee (M. Kimble)
 - C. Subcommittee on Athletics (C. Drummond)
 - D. Budgetary Affairs Subcommittee (T. Guthrie)
 - E. Calendar Subcommittee (D. Pfeffenberger)
 - F. Continuing Education Advisory Subcommittee (S. Isiorho)
 - G. Curriculum Review Subcommittee (J. Moore)
 - H. Developmental Studies Subcommittee (J. Brennan - not attached)
 - I. Distance Education Subcommittee (G. Bullion)
 - J. Educational Policy Committee (L. Wright-Bower)
 - K. Faculty Affairs Committee (D. Oberstar)
 - L. General Education Subcommittee (W. Unsell)
 - M. Graduate Subcommittee (D. Turnipseed)
 - N. Honors Program Council (G. Blumenshine)
 - O. Indiana University Committee on Institutional Affairs (M. Downs)
 - P. International Studies Program Advisory Subcommittee (S. Isiorho)
 - Q. Library Subcommittee (D. Oberstar)
 - R. Nominations and Elections Committee (D. Weakley)
 - S. Professional Development Subcommittee (J. Moore)
 - T. Purdue University Committee on Institutional Affairs (J. Silver)
 - U. Rules Committee (K. McDonald)
 - V. Student Affairs Committee (Y. Zubovic)
 - W. University Resources Policy Committee (C. Drummond)
 - X. NCAA Compliance Coordinator (D. Skelton)
 - Y. NCAA Faculty Representative (E. Blumenthal)
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TO: The Senate

FROM: Doug Neitzel, Co-Chair
Academic Advising Subcommittee

DATE: March 15, 2000

RE: End-of-Year Report

The Subcommittee on Academic Advising was engaged in the following activities in the past year:

- Lunch Talk series, 4 one-hour presentations on matters pertinent to advising and advisors; lunches provided by offices of the Vice Chancellor for Student Affairs and Academic Affairs.
- Planned third annual IPFW Advising Conference with keynote speaker, concurrent sessions by campus representatives and a luncheon.
- As part of the conference, announced the winner of the second Advisor of the Year Award, who received a \$500 stipend.
- Developed and circulated to academic units a sample advising evaluation tool to be used at the discretion of individual departments or faculty members.

Members:

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

William Bruening, 1998-00, Co-Chair
James Burg, 1998-00
Julie Fellers-Hook (ex officio)
Elaine Foley, 1998-01
Laura Herbrand, 1998-01 (VCSA designee)
Paul Lin, 1999-02

Steven Sarratore, 1998-00
(VCAA designee)
William Skoog, 1998-00
Michael Slaughbaugh, 1999-
02
Cheryl Truesdell, 1998-01

Douglas Neitzel, Co-Chair (ex officio)
James Owen, 1999-02

Karen Wakley, 1998-01
2 students

Senate Reference No. 99-27-B

TO: The Senate

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

DATE: March 22, 2000

RE: End-of-Year Report

ACITAS has reviewed computer software:

1. WebCT was evaluated with no action.
2. NetTutor was evaluated with no action.
3. EndNote was evaluated and a recommendation for site license purchase was submitted to the ITPC at the March meeting.

ACITAS has provided input on the following discussions through the ITPC and VCAA committees:

1. The consolidation of open labs into a MegaLab
2. The use of student technology fees
3. The survey of faculty using classroom technology
4. The upgrade of classroom technology

ACITAS has requested a revision of the bylaws so that the committee will:

1. Serve as an interdepartmental forum for discussions of information technology
2. Advocate the acquisition and use of information technology in the classroom
3. Represent the academic units to both the ITPC and the VCAA on matters concerning information technology.

Academic Computing and Information Technology Advisory Subcommittee (13 Faculty & 3 Ex Officio Members)

Harold Broberg, 1998-00
John Erpelding, 1999-00
Linda Meyer, 1998-01
Robert Kostrubanic (ex officio)
Margaret Kimble, 1998-01, Chair
Daniel Liang, CS, 1998-01
David May, 1999-02
James Moore, 1997-00

Ed Moritz, 1999-02
Robert Murray, 1998-00
Mark Myers, 1999-02
Michael O'Hear (ex officio)
Kathy Trier, 1998-01
Judith Violette, 1998-01

Senate Reference No. 99-27-C

To: The Senate

From: Carl Drummond, Chair Subcommittee on Athletics

Date: 24 March, 2000

Subject: End-of-year Committee Report

During academic year 1999-2000 SCOA has focused on two main issues.

During the fall term, SCOA considered, and passed, a motion to initiate a men's and women's track team. This motion passed the Student Affairs committee and was subsequently approved by the Senate.

The winter term was dedicated to a detailed discussion of the proposed move to Division I status. SCOA met on a weekly basis for two months and after serious, frank, and exhaustive dialog a motion to support a move to Division I was passed. That motion has passed Student Affairs and will be presented to the senate.

Athletics, Subcommittee on (6 Faculty, 1 Administrator, Faculty Representative, NCAA Compliance Coordinator, 1

Alumni, 1 Staff, & 2 Students)

Lowell Beineke, 1998-01
Elliott Blumenthal, 1998-03 (Faculty
Representative)
Walter Bowman, (ex officio)
David May, 2000
Carl Drummond, 1998-01, Chair
Kelley Hartley (ex officio)

Kim McDonald, 1997-00

Bernie Lohmuller, 1999-00

David Oberstar, 1997-00
David Skelton, 1997-02 (NCAA Compliance
Coordinator)

David Thuente, 1998-01

Philip Bodine (Alumni)

Nick Gray, 1998-00

James Corson, 1999-00

Senate Reference No. 99-27-D

BUDGETARY AFFAIRS SUBCOMMITTEE

TO: The Senate

FROM: Tom Guthrie, Chair

Budgetary Affairs Subcommittee (BAS)

DATE: March 29, 2000

REF: End-of-Year Report

The BAS was briefed by the administration on the 00-01 budget. It made a recommendation that in the future equity (and other) deducts from the proposed increment pool also be reduced if the increment percentage keeps decreasing.

BAS was briefed on an IU proposal to IPFW to fund differently the 18/20 retirement benefit available to many IU faculty. BAS submitted a list of questions to the general good and welfare period in the Senate so that all faculty can be informed on the proposal accepted by the IPFW administration.

BAS submitted (3/6) a resolution to URPC (1) noting that the administration has approximately \$750,000 of nonrecurring funds available as a result of renegotiation of IU central service charges and (2) volunteering to assist in the establishing of priorities for the spending of these funds.

BAS investigated the potential financial implications of a move to Division I status for athletics and submitted (3/15) a resolution to URPC recommending that the administration prepare and present a long-range feasibility plan to BAS/and the faculty before applying for Division I status.

BAS investigated the potential financial impact of adopting continuing lecturer appointments on this campus. (Reference PU Executive Memorandum C-48.) BAS is in the process of preparing a resolution relative to its understanding of the administration's proposed implementation of C-48 on this campus.

Members

Robert Barrett

George Bullion

John Cochren (resigned) Replaced by Peter Iadicola

Tom Guthrie

Mark Masters

David Oberstar

Richard Pacer

David Thuente

Senate Reference No. 99-27-E

MEMORANDUM

TO: The Senate

FROM: Dyne Pfeffenberger, Chair/ Calendar Subcommittee

DATE: March 23, 2000

SUBJECT: Report on Subcommittee Activities

In an attempt to address the confusion that exists during Thanksgiving week concerning course meeting times, the Calendar Subcommittee formulated a number of alternative calendars. The subcommittee's work resulted in four different proposals including the traditional calendar using the existing formula. The other three calendars departed from the existing formula and featured a thanksgiving week that used actual calendar days to build the course schedule. All four proposed calendars were submitted to the Educational Policy Committee.

Members of the Calendar Subcommittee included: Kevin Browne, Nancy Cothorn, Sue DeChant, Lenore DeFonso, Linda Graham, Ed Leonard, James Moore, Dyne Pfeffenberger, and Nancy Wunrow.

Senate Reference No. 99-27-F

To: Fort Wayne Senate

From: Solomon A. Isiorho, Chair

Continuing Education Advisory Subcommittee

Subject: Annual Report, 1999-2000

Date: March 23, 2000

The Continuing Education Advisory Subcommittee completed one item of business this year

We reviewed and forwarded the "Faculty Compensation in Continuing Studies Credit Classes" document to the Educational Policy Committee in February 2000 for Senate action.

There are no items under discussion at this time.

Continuing Education Advisory Subcommittee (6 Faculty & 1 Administrator)

Jacque Brian, 1999-02

Dyne Pfeffenberger, 1998-01

Lucille Hess, 1998-01

Susan Skekloff, 1997-00

Solomon Isiorho, 1998-01, Chair

Michael Stockstill (ex officio)

Linda Meyer, 1999-02

Senate Reference No. 99-27-G

To: IPFW Faculty Senate

From: Jim Moore, Chair

Curriculum Review Subcommittee

Date: March 20, 2000

Re: end-of-year report

During A.Y. 1999-2000, the IPFW Curriculum Review Subcommittee has reviewed and endorsed proposals for:

- i. an ETCS Certificate in Computer Networking,
- ii. the IPFW IU Medical Technology Program within the School of Health Sciences (SHS) to be renamed as Clinical Laboratory Science,
- iii. a SHS Certificate in Medical Transcription Technology, and
- iv. a SHS Certificate in Medical Coding.

This report is for information only and recommends that the proposal requires no Senate review.

Committee Membership:

M. Codispoti

C. Hill

D. Mansour-Cole

J. Moore, Chair

G. Mourad

K. Murphey

R. Narang

D. Oberstar

B. Salmon

C. Steinhaus

R. Thomas

student body representative (unidentified)

Senate Reference No. 99-27-H

DEVELOPMENTAL STUDIES SUBCOMMITTEE

No report received.

Developmental Studies Subcommittee (6 Faculty & 1 Administrator)

John Brennan, 1997-00, Chair

Michael O'Hear (ex officio)

Amitava Chatterjea, 1997-00

Richard Ramsey, 1998-01

Margit Codispoti, 1998-01

Joyce Vetter, 1999-02*

Rachelle Darabi, 1997-00*

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

Senate Reference No. 99-27-I

To: IPFW Faculty Senate

From: 1999-00 Distance Education Subcommittee

George W. M. Bullion, Chairperson

Subject: DES 1999-00 Report of Activities

Date: March 23, 2000

The DES did not get organized until late in the 1999 fall semester. During the 2000 spring semester DES reviewed the operating principles forth in the document titled, "Distance Education at IPFW", and recommended the adoption of the same to the Educational Policies Committee and the Senate.

Some of the items that remain on the DES agenda and are likely to carry forward into the 2000-2001 academic year are:

1. Academic performance assessment of distance education students as compared to the performance of students in courses delivered in a conventional manner. This effort is in the formative stages.
2. Offering of a degree via DE. There are no proposals in this regard but the topic seems worthy of further attention.
3. Flexibility in processing DE grades beyond the established dates for regular students.
4. Providing of ISP access to all IPFW students and staff.
5. Intellectual property rights pertaining to materials developed by faculty members for use in delivering courses via distance education (or the INTERNET). Initial discussion suggested that this issue might more appropriately be the subject of concern of the Faculty Affairs Committee but DES will strive to make a contribution to this item.

No decision has been made regarding whether there will be additional DES meetings during April 2000.

Distance Education Subcommittee (7 Faculty & 5 Administrators)

Patrick Ashton, 1999-02

Linda Meyer, 1999-02

George Bullion, 1999-02, Chair

Kim McDonald, 1997-00

Tony Cardenas (ex officio)

Rhonda Meriwether (ex officio)

Deborah Conklin (ex officio)

Ed Moritz, 1999-00

John Fitzgerald (ex officio)

Carol Sternberger, 1998-01

Jack Dahl (ex officio)

Judith Violette, 1999-02

Senate Reference No. 99-27-J

To: IPFW Faculty Senate

From: Educational Policy Committee

Linda Wright-Bower, Chairperson

Subject: 1999-00 Report of Activities

Date: March 23, 2000

Business for 1999-2000:

Suggested changes to the Academic Appeals Procedure as suggested by the Vice-Chancellor for Student Affairs and the Dean of Students. Sent to the Senate January 2000.

Referred the chair of the Development Studies Subcommittee to the VCAA for additional charges. Fall 1999.

Reviewed the Academic Advisor Evaluation form and report from the Academic Advising Subcommittee. Made suggestions, etc.

Developed a proposal for clarification of the due date of final grades as described in 5.5 of the Academic Regulations. January 2000.

Received information concerning compensation of continuing education courses and sent the information to the Senate for information only. February 2000.

Reviewed the operating principles for distance education as outlined by the Distance Education Subcommittee. January - February 2000.

Provided suggestions to the registrar concerning on-line graduation application, title IV rosters, and other administrative concerns. November - March 2000.

Reviewed the Elaboration of the Campus Mission Statement document. February 2000.

Approved an Academic Calendar for 2002-2003 and discussed the procedures for revisions of the formula, changes in the calendar, and polling of the faculty with members of the Calendar Subcommittee. January - March, 2000.

Endorsed the Senior Scholars proposal, submitted from the VCAA Committee on Aging and the Aged, in principle and gathered information concerning implementation and feasibility. Dr. Hannah has appointed an ad-hoc committee to study the feasibility of the program and suggest implementation concerns. February 2000.

Reviewed the Assessment Council Report 1998-1999 for the academic year 1997-1998.

Reviewed interim report from the GES subcommittee during the fall term. Reviewed the revised general education program proposal during the spring term and voted to bring the proposal to the Senate for adoption. March, 2000.

EPC has had no business forwarded from the following Subcommittees: Developmental Subcommittee, Honors Program Council, International Studies Program Advisory Subcommittee

Members of the Senate should note that the minutes from all subcommittees need to be sent to Barb Blauvelt for posting on the Senate webpage.

EPC members: Browne (ex officio), DeFonso, Downs, Hack, Hannah, Oberstar, Tierney, Wright-Bower

Senate Reference No. 99-27-K

TO: The Senate

FROM: Faculty Affairs Committee

David Oberstar, Chair

DATE: March 14, 2000

SUBJ: End-of-the-year report

We discussed several items at the request of the Vice Chancellor for Academic Affairs:

- The vice chancellor presented an increment guidelines draft and asked the committee to determine if any part of it dealt with policy rather than procedure. It was determined that one element fell in that category and as a result the committee forwarded an amendment to SD 97-8 to the Senate, which was subsequently approved (SD 99-6).
- The vice chancellor proposed a change to the Senate Bylaws which would enable her to appoint a designee to the Professional Development Subcommittee. An amendment was forwarded to the Senate, which voted to recommit (SD 99-9).
- Jack Dahl was asked by the vice chancellor to talk to the committee about the upward feedback process. He requested the approval of the committee to alter the instrument slightly so as to overcome some problems that arose in the last administration of it. Those changes were approved unanimously.
- The committee was asked to approve a tenure and promotion procedures document from the Department of Public and Environmental Affairs so as to bring them into compliance with SD 97-22. It was approved and sent to the Senate, where it passed (SD 99-5)
- The committee reported to the Senate on the results of a gender equity study which was requested of the vice chancellor by last year's committee (SR No. 99-18).
- The committee is currently discussing the issue of continuing lecturers.

Members: M. Codispoti, B. Fife, S. Hannah, D. Marshall, K. McDonald, D. Oberstar, Y. Zubovic.

Senate Reference No. 99-27-L

TO: Fort Wayne Senate

FROM: General Education Subcommittee

Wayne Unsell, Chair

SUBJECT: Annual Report, 1999-2000

DATE: March 22, 2000

The General Education Subcommittee submitted the following documents to the Educational Policy Committee for approval and submission to the Senate:

SR 99-7 Interim Report of the General Education Subcommittee in response to the Senate charge to review SD 98-26 ("Haw Proposal") (for information only).

SD 99 - IPFW General Education Program Definition and Course Criteria. Pending.

Supercedes SD 93-14 and SD 94-4.

The General Education Subcommittee reviewed and voted on all course proposals submitted for inclusion in the General Education Program for the fall and spring semesters.

General Education Subcommittee (7 Faculty, 1 Administrator)

Anne Argast Mark
Masters

Jeanette Clausen (ex-
officio) Sue Skekloff

Peter Iadicola Wayne
Unsell, Chair

Carol Lawton Linda
Wright-Bower

Senate Reference No. 99-27-M

TO: The Senate

FROM: Graduate Subcommittee

David Turnipseed, Chair

DATE: March 23, 2000

SUBJ: End-of-the-year report

During this academic year to Committee met to elect officers. There was discussion in the charge of the Committee and various ideas for revising it. We met again to review the proposal from the Accounting Dept. in the School of Business, for a Concentration in Accounting at the MBA level. The Accounting concentration is not a new program and did not fall under the charge of the Committee, but I passed it through the Committee as a courtesy, as it does involve the Grad Programs.

The Graduate Subcommittee members are:

David Turnipseed, Chair

Lowell Beineke

Dick Cochren

Carl Drummond

Jane Grant

Larry Griffin

David McCants

Ramesh Narang

Rick Ramsey

Steve Sarratore

Mitch Sherr

Carl Sternberger

Ann Darke (Grad Student member from Math)

Senate Reference No. 99-27-N

TO: The Senate

FROM: Honors Program Council

Gary Blumenshine, Chair

DATE: March 23, 2000

SUBJ: End-of-the-year report

During this academic year the Honors Program Council discussed and recommended three new Honors Courses and considered one other. In addition, The Council proposed and endorsed guidelines for course rotation, on a semester basis, of both introductory and advanced Honors Courses. Several minor administrative changes were passed regarding H-option and Departmental Honors Courses in relations to the Honors Certificate. Further, the HPC took an active role in the several public events of the Honors Program. Its major activity this year was the completion and revision of the Honors Program Senate Document, a project in process during the last two academic years. The document will be sent forward for appropriate review before the end of Spring 2000. A furnished Honors Center will open in Fall 2000.

R.J. Brune B. Roddy

D. Chowdhury M. Sherr

P. Hamburger Z. Shipchandler

R. Hawley S. Skekloff

M. Kubik (ex officio) S. Sarratore (ex officio)

R. Marchionni G.W. Ulmschneider

R. McConnaughy

Senate Reference No. 99-27-O

To: Fort Wayne Senate

From: Downs, Chair

IU Committee on Institutional
Affairs

Subject: Annual Report, 1999-00

Date: March 23, 2000

The IU Committee on Institutional Affairs solicited nominations for the Indiana University University Faculty Council and also solicited nominations and conducted the election of the Faculty Board of Review.

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

John Brennan, 1998-00

Joe Nichols, 1999-01

Michael Downs, 1998-00, Chair

Dyne Pfeffenberger, 1999-02

Bev Hume, 1999-01

Senate Reference No. 99-27-P

To: Fort Wayne Senate

From: Solomon A. Isiorho, Chair

International Studies Program Advisory Subcommittee

(Members: John Bell (retired), Avon Crismore, Rachelle Darabi, Solomon Isiorho, Wen-Hui Tsai, Barbara Waters, Martha Weatherford, and Zoher Shipchandler)

Subject: Annual Report, 1999-2000

Date: March 23, 2000

The subcommittee considered the following items:

1. Workshops for International Students by B. Waters (Director, International Services).
2. Survey for "international survey interest" survey of faculty and staff (by B. Waters).
3. Housing for International Students.
4. International Student Organization Banquet and diversity week.
5. New application and cover letters for International students.
6. ESL (English as a Second Language).
7. "Best Practices in International Program" conference.

Senate Reference No. 99-27-Q

TO: The Senate **FROM:** Library Subcommittee Chair, David Oberstar **DATE:** March 20, 2000

SUBJ: End-of-year report

The Library Subcommittee has discussed and deliberated several issues referred to it by the library director. The most significant is the matter of copyright fair use with respect to reserves materials, including electronic reserves. The focus of the discussion is a Faculty Guide to Course Reserves Policies and Procedures document. A motion to send to the University Resources Policy Committee on this issue is currently on the table and will require further elaboration.

In addition, the committee also revised the Specials Needs Funds application guidelines before sending them out for this year's round, which was open to all schools except Arts and Sciences. At its March meeting the committee decided on which Special Needs proposals would be funded.

Members: N. Cothorn, L. Hite, E. Leonard, R. Manalis, K. Murphey. D. Oberstar,
R. Ramsey, R. Tierney, J. Violette (ex-officio)

Senate Reference No. 99-27-R

MEMORANDUM

TO: The Senate

FROM: Nominations and Elections Committee

Kathryn Ahern

Brett Harwood

W. Douglas Weakley, Chair

Yvonne Zubovic

DATE: 23 March 2000

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 Indiana 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. 99-27-S

To: IPFW Faculty Senate

From: Jim Moore, Chair

Professional Development Subcommittee

Date: March 20, 2000

Re: end-of-year report

During A.Y. 1999-2000, the IPFW Professional Development Subcommittee has reviewed and made recommendations to the VCAA on the following:

- i) IPFW faculty sabbatical applications,
- ii) IPFW Summer Grant proposals, and
- iii) Purdue Research Foundation grant proposals.

The subcommittee is still discussing with the VCAA the development of a policy statement regarding the target audience(s) of faculty for the IPFW Summer Grants. Moreover, it is possible that a predesignated number of grants will be targeted at untenured assistant professors while another predesignated number of grants will be available Aat-large" to the IPFW faculty. Since the award of such grants is at the discretion of the VCAA's office, any policy statement formed for that purpose will be brought to the Senate "for information only" once it is developed.

Committee Membership:

A. Crismore

L. Hite

J. Lemire

R. McConnaughey

M. Montesino

J. Moore, Chair

G. Mourad

D. Young

D. Legg (ex-officio for VCAA)

Senate Reference No. 99-27-T

To: Fort Wayne Senate

From: James Silver, Chair

PU Committee on Institutional Affairs

Subject: Annual Report, 1998-99

Date: March 26, 1999

The PU Committee on Institutional Affairs is soliciting nominations to fill vacancies on the Academic Personnel Grievance Board.

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

Robert Berger, 1997-00

2 vacancies

Brett Harwood, 1999-01

James Silver, 1999-01

Senate Reference No. 99-27-U

To: Fort Wayne Senate

From: Kim McDonald, Chair

Rules Committee

Subj: Annual Report, 1999-2000

Date: March 23, 2000

During the academic year the Rules Committee reviewed the following Senate documents:

1. Definition of Voting Faculty: including IPFW faculty participating in early partial retirement as voting faculty.

2. Amendments to the Bylaws of the Senate:

- Vice Chancellor for Academic Affairs Representation on Committees

- Membership and Duties of the Academic Computing &
Information Technology Advisory Subcommittee

Rules Committee (4 Senators)

Prasad Bingi, 1998-01

Kim McDonald, 1998-00, Chair

Michael Downs, 1999-00

Linda Wright-Bower, 1999-00

Senate Reference No. 99-27-V

TO: Fort Wayne Senate

FROM: Student Affairs Committee

Yvonne Zubovic, Chair

DATE: March 24, 2000

SUBJECT: End-of-Year Report

The Student Affairs Committee submitted the following documents to the Senate during the 1999-2000 academic year:

SD 99-7 Women's and Men's Indoor/Outdoor Track Teams
(passed)

SD 99-15 Statement of Support for Student Housing, joint with
URPC (passed)

NCAA Division I Athletics (sent to the Senate for approval)

The committee consulted with the Vice Chancellor of Student Affairs, Frank Borelli, on several issues including:

1. Plans for student housing on the IPFW campus
2. A plan to provide health services on this campus, including the perceived health care needs of students and faculty
3. Expansion of space for the child care facility on this campus

Committee Members:

Frank Borelli, ex-officio

Linda Fox

Beverly Hume

Kim McDonald

Chuck Newman

Joe Nichols

Greg Schamberg

Joe Schroeder

Hedayeh Samavati

Yvonne Zubovic, Chair

Senate Reference No. 99-27-W

To: The Senate

From: Carl Drummond, Chair University Resource Policy Committee

Date: 24 March, 2000

Subject: End-of-year Committee Report

The University Resource Policy Committee has dealt with a number of issues this academic year.

During the fall term, small changes in the distribution of A parking spaces in lots near the Science Building and Kettler were approved.

URPC passed, and the Senate has approved, motions dealing with the allocation of office and laboratory space; the allocation of University space to non-university organizations; and jointly with the Student Affairs committee a statement of support for on-campus student housing.

Additionally, URPC currently has several resolutions from the Budgetary Affairs subcommittee that will be considered at the final meeting of the year.

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

Gregory Anderson, 1999-00

Joe Nichols, 1999-01

Walter Branson (ex officio)

Michael Nusbaumer, 1998-01

Jack Dahl (ex officio)

David Oberstar, 1999-01

Dave Danielson (ex officio)

Hedayeh Samavati, 1997-00

Carl Drummond, 1998-01, Chair

Laura Jones, 1999-00

Susan Hannah (ex officio)

Dennis Marshall, 1999-00

Senate Reference No. 99-27-X

TO: FORT WAYNE SENATE
FROM: David R. Skelton NCAA Compliance Coordinator
DATE: March 22, 2000
RE: NCAA Compliance Activity Annual Report

This report contains activity completed from April 1999 through March 2000, 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 two minor infractions (secondary violations), neither of which was sufficient to render a student athlete ineligible but did result in a sanction on the coach involved. In addition to the infractions report, three appeal/waiver processes were initiated. The situations are summarized below.

a. Early in the school year IPFW self-reported two secondary violations in the women's basketball program. Chancellor Wartell and Athletic Director Bowman conducted all discussions with the NCAA and other concerned parties prior to notification of the compliance office and the subsequent submission of the self-report. The infractions were related to the head coach observing a women's basketball workout from his office window prior to the start of on court preseason practice and providing a line up for several basketball student athletes who were about to scrimmage. The NCAA imposed a penalty of delaying the beginning of preseason practice for IPFW women's basketball prior to the 2000-2001 academic year by two days.

b. At the request of Chancellor Wartell and SCOA Chair Carl Drummond, an appeal of the NCAA action for "delay of 2000-2001 practice" was submitted. The appeal was denied 3/13/2000.

c. A mid-year waiver request on behalf of a student athlete on the women's basketball team was submitted to the national office of National Letter of Intent. As a transfer student in 1998-99, she was subject to the loss of a year of eligibility unless a waiver of the requirement was sought. The waiver was granted by the national office and full eligibility was restored.

d. A request for waiver of initial eligibility requirements was submitted to the NCAA Clearinghouse for a prospective men's tennis player. The initial waiver request was denied, and that action has subsequently been appealed at the request of the young man's parents. The waiver denial currently stands, pending response to the appeal.

2. The NCAA Regional Compliance Seminar in Indianapolis was attended in May 1999. 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.

4. All required NCAA and GLVC forms for the 1999-2000 academic year were completed, distributed, and filed with the appropriate institutional, conference, and NCAA personnel.

STUDENT ACADEMIC PERFORMANCE

1. Several new components were added to 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 1999 and Spring 2000, with appropriate follow-up with student athletes, coaches, athletic administrators, and faculty.

Senate Reference No. 99-27-X

3. Continuing eligibility status was evaluated for all student athletes at the conclusion of each semester and summer session in 1999. 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 1999 and Fall Semester 1999. 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.

STAFF ACTIVITY

1. Continuous orientation to all compliance functions was provided for new coaches. The 1999-2000 year started with seven of the ten head coaches being new, and three of the seven new coaches were replaced during the year. Virtually all twelve sports had new or additional assistant coaches who also needed the orientation to NCAA rules, policies, and procedures. 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 anyone (including high school personnel) 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.

Senate Reference No. 99-27-Y

Secretary of the Faculty Senate

To: Barb Blauvelt
Date: March 23, 2000
Subject: End-of-the-year report to the Senate
From: Elliott J. Blumenthal

Faculty Athletic Representative

Over the past academic year, 1999-2000, the FAR went to the Spring (May 1999), and Fall (September 1999) GLVC meetings held in Indianapolis, and the Annual NCAA meeting that was held in San Diego, CA in January, 2000. No major issues that would affect the University were brought up at any of these meetings.

The FAR, as a representative to SCOA, was involved in discussions concerning the move to Division I and issues surrounding this potential move. The FAR, along with others, including the AD and Compliance Officer, was involved in discussions concerning minor infractions that were reported to and investigated by the NCAA, as well as in responding to the NCAA's sanctions of the University.

The FAR initiated meetings of the Student Athletic Advisory Committee (SAAC), and had the SAAC put together By-Laws for the IPFW SAAC: these were also sent to the GLVC Student Representative, Kevin Listerman. (By-Laws enclosed as hard copy)

The FAR initiated and put together an Exit Interview for graduating seniors and/or student athletes that have used up their eligibility. These forms have been passed out to the coaches to distribute to the appropriate individuals on their teams, and the forms returned to the FAR. These will be examined and the results summarized. (Hard copy enclosed)

The FAR, in consultation with the Compliance Officer and the Sports Information Director, nominated outstanding student athletes for GLVC awards.