

FORT WAYNE SENATE AGENDA
MONDAY
DECEMBER 10, 2012
12:00 P.M., KT G46

1. Call to order
2. Approval of the minutes of November 12, 2012
3. Acceptance of the agenda – K. Pollock
4. Reports of the Speakers of the Faculties
 - a. Purdue University – P. Dragnev
 - b. Indiana University – M. Nusbaumer
5. Report of the Presiding Officer – A. Downs
6. Committee reports requiring action
 - a. Faculty Affairs Committee (Senate Document 12-3) – M. Dixon
 - b. University Resources Policy Committee (Senate Document 12-7) – M. Lipman
 - c. University Resources Policy Committee (Senate Document 12-8) – M. Lipman
 - d. University Resources Policy Committee (Senate Document 12-9) – M. Lipman
 - e. Educational Policy Committee (Senate Document 12-10) – A. Argast
7. Question Time
 - a. (Senate Reference No. 12-9)
 - b. (Senate Reference No. 12-10)
8. New business
9. Committee reports “for information only”

Faculty Affairs Committee (Senate Reference No. 12-11) – M. Dixon
10. The general good and welfare of the University
11. Adjournment*

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

Approving

A. Downs
P. Dragnev
A. Montenegro
M. Nusbaumer
K. Pollock, Chair
B. Valliere
Y. Zubovic

Non Voting

J. Malanson

Absent

Attachments:

- “Proposal to supersede SD 10-14 Faculty Workloads and Evaluation (SD No. 12-3)
- “Proposal to ‘end’ current chancellor emeritus office” (SD No. 12-7)
- “Faculty administrator compensation” (SD No. 12-8)
- “Sabbaticals for administrators holding faculty rank” (SD No. 12-9)
- “Change to the Audit Deadline” (SD No. 12-10)
- “Question Time – re: Budgets for Sports, Continuing Ed, and IPFW Foundation” (SR No. 12-9)
- “Question Time – re: “Numbers and percentages of employees eliminated in 2012” (SR No. 12-10)
- “Further information regarding faculty workloads” (SR No. 12-11)

Senate Document SD 12-3
(Supersedes SD 10-14)
(Amended and Recommitted to Faculty Affairs Committee, 10/15/2012)

To: IPFW Senate

From: Marcia Dixson, Chair
Faculty Affairs Committee

Date: November 6, 2012

Re: Faculty Workload Document – Take 2

Disposition: To the presiding officer for implementation

WHEREAS, there were significant concerns about SD 10-14 Faculty Workloads and Evaluation; and

WHEREAS, the bylaws of the senate state that “tenure, academic promotion, . . . academic responsibilities, standards of appointment, and Faculty morale are topics which fall within the area of responsibility of the [Faculty Affairs] Committee” (Senate Bylaws, 5.3.2); and

WHEREAS, there were inconsistencies between SD 10-14 Faculty Workloads and Evaluations and Promotion and Tenure Criteria, particular in regards to 2a) and b) allowing faculty to choose not to have a research release/expectation; and

WHEREAS, Purdue paid faculty have moved from 10 month to 9 month appointments; and

WHEREAS, no guidelines regarding faculty overload existed and this has become relevant to faculty in recent years;

BE IT RESOLVED, the Fort Wayne Senate approves the attached document to supersede SD 10-14 Faculty Workloads and Evaluation.

Faculty Affairs Committee

In favor:	Opposed:	Abstaining:	Absent:
Marcia Dixson, Chair		Steve Sarratore	Andres Montenegro
Janet Badia			
Peter Dragnev			
David Liu			
Brenda Valliere			

(See Reference No. 12-9 for further information)

Workloads and Evaluation for Faculty with Professorial Rank

A faculty member of the professorial ranks is expected to be engaged in the processes of Scholarship, ~~(the acquisition, discovery, appraisal, dissemination of knowledge and creative endeavor)~~, Teaching, ~~(communication of this knowledge and the manner of its acquisition or discovery to their immediate community of students and scholars, to their profession, and to society at large, and making student learning possible)~~ or in the case of librarians, Performance of Librarianship duties, and Service ~~to the institution (department, college, university), the profession, the community, the state, the nation and/or the world.~~ Faculty have responsibility for the shared governance of the university because the university is a collegial institution and administration exists to enforce the will of the professoriate.

~~The IPFW faculty recognize that Scholarship, Teaching and Service are not mutually exclusive. Scholarship is a broad category incorporating activities from creative endeavor, disciplinary research (subject specific research), scholarship of teaching and learning (using a range of research methods, from reflection about classroom practices based on systematic observation to the application of research methods, for investigation of teaching and learning) and the scholarship of engagement (a scholarly agenda that incorporates community issues).~~

Within the trajectory of a faculty member's career or because of departmental needs, there may be times when it is desirable or necessary to vary the distribution of an individual's workload. The responsibility for workload assignment resides with the department chair or program director in reasonable consultation with the dean.

IPFW shall practice the following policy on faculty workloads and evaluation:

Workloads

The standard faculty teaching workload at IPFW *during the academic year* is the equivalent of ~~to~~ four three-hour lecture courses *per semester*. This equivalence shall be defined by each department in consultation with the appropriate dean and consistent with university policy. At the time of their initial appointment, unless otherwise provided in writing, tenure-track faculty will teach the equivalent of three three-hour lecture courses each semester and will receive the equivalent of one three-hour lecture course of released time for pursuit of scholarship. There is an expectation of service to department, college and university as part of shared governance of the university.

After the award of tenure and promotion, a faculty member shall continue with the equivalent of three three-hour lecture courses each semester, execution of a scholarly research program, and service to the institution.

If a workload adjustment is necessary or desirable, and a faculty teach four three-hour lecture courses in a semester, there remains an expectation of scholarly activity and service to the institution. However, the expectation of scholarly activity will be modified.

Changes in faculty teaching workload must occur through discussions between faculty and department chair in consultation with ~~the appropriate dean~~ *appropriate administrators*.

~~Summer Workload~~ *Summer Teaching*

~~Academic faculty are 9-month (Purdue benefited) or 10-month (IU benefited) appointments.~~

One three hour course during the summer semester is equivalent to one month effort during an academic year. ~~one ninth of the standard academic year load.~~

~~12 Month Faculty~~

~~Faculty changing from a 9 month appointment to a 12 month appointment should receive salary commensurate with conversion from 9 to 12 months.~~

Overload

While overload assignments may be a good way to address short term needs in dynamic changes of curriculum, they should not be used as a substitute for new tenure-track lines. A faculty with research reduction ~~that~~ *who* accepts an overload assignment is expected to maintain the same level of research and service activity.

Evaluation

Each department should establish annual evaluation criteria for teaching, scholarship and service effectiveness consistent with department promotion and tenure criteria. The evaluation criteria should be filed with the appropriate dean and the OAA. The OAA shall make these documents publicly available on the OAA website.

Teaching, service and progress in scholarship shall be reflected in annual evaluation commentary and salary increments. Expectations for faculty shall be clearly articulated so that faculty know what is expected of them and how evaluation will take place.

Every effort should be made to equitably reflect and reward each faculty member's contribution to the university community.

To: IPFW Senate

From: Marc Lipman, Chair
University Resources Policy Committee

Date: November 20, 2012

Re: Proposal to “end” current chancellor emeritus office

Disposition: To the Presiding Officer for Implementation

WHEREAS, the Chancellor Emeritus is a tenured professor,

BE IT RESOLVED, that, upon completion of the Chancellor Emeritus’ sabbatical, the office of Chancellor Emeritus be closed; and,

BE IT FURTHER RESOLVED, that, upon fulfillment of the requirements of his sabbatical, the Chancellor Emeritus assume a nine-month faculty position.

For:

Anne Argast
Carol Crosby
Abdullah Eroglu
Peter Iadicola
Zeynep Isik-Ercan
Bruce Kingsbury
Marc Lipman
Steve Sarratore

Against:

Abstain:

Absent:

Walt Branson
Rachel Dirig
Peter Dragnev
Alice Merz
Justin Mills
John Niser

Ex officio (non-voting):
H. Jay Harrix
Robert Wilkinson

To: IPFW Senate

From: Marc Lipman, Chair
University Resources Policy Committee

Date: November 20, 2012

Re: Faculty administrator compensation

Disposition: To the Presiding Officer for Implementation

URPC recommends that the following resolution be approved by the Fort Wayne Senate:

WHEREAS, administrators holding faculty rank are in fact members of the faculty; and

WHEREAS, faculty holding administrative rank do not have tenure as administrators;

BE IT RESOLVED, that, administrators holding academic rank be paid both with suitable compensation which remains attached to the administrative position, and a normal faculty salary which is attached to the individual faculty member. In particular, no administrator holding faculty rank should be compensated solely as an administrator. This policy endorses current IPFW practice.

For:

Against:

Abstain:

Absent:

Anne Argast
Carol Crosby
Abdullah Eroglu
Peter Iadicola
Zeynep Isik-Ercan
Bruce Kingsbury
Marc Lipman

Steve Sarratore

Walt Branson
Rachel Dirig
Peter Dragnev
Alice Merz
Justin Mills
John Niser

Ex officio (non-voting)
H. Jay Harris
Robert Wilkinson

To: IPFW Senate

From: Marc Lipman, Chair
University Resources Policy Committee

Date: November 20, 2012

Re: Sabbaticals for administrators holding faculty rank

Disposition: To the Presiding Officer for Implementation

URPC recommends that the following resolution be approved by the Fort Wayne Senate:

WHEREAS, administrators who hold faculty rank are eligible for sabbatical leaves as faculty members; and,

WHEREAS, sabbaticals are, by definition, granted to advance IPFW's academic mission;

BE IT RESOLVED, that, administrators who hold faculty rank should henceforth follow the normal faculty process to be granted a sabbatical, and have the normal faculty obligations attached to taking a sabbatical.

For:
Anne Argast
Carol Crosby
Abdullah Eroglu
Peter Iadicola
Zeynep Isik-Ercan
Bruce Kingsbury
Marc Lipman
Steve Sarratore

Against:

Abstain:

Absent:
Walt Branson
Rachel Dirig
Peter Dragnev
Alice Merz
Justin Mills
John Niser

Ex officio (non-voting):
H. Jay Harris
Robert Wilkinson

TO: Fort Wayne Senate

FROM: Educational Policy Committee
Anne Argast, Chair

DATE: Nov. 14, 2012

SUBJ: Change to the Audit Deadline

DISPOSITION: To the presiding officer for implementation

WHEREAS, changing course enrollment from credit to audit status is an important decision,

WHEREAS, a change from credit to audit status reduces the number of enrolled credits in a semester,

WHEREAS, a student on federal financial aid enrolled in fewer than 6 credits during a semester must begin repayment of loans,

WHEREAS, a student on federal financial aid who changes from credit to audit must repay the money provided by the financial aid to originally enroll in the course,

WHEREAS, the University is required to monitor changes in enrollment status and implement the rules governing federal loans,

WHEREAS, currently the University is not in full compliance with the law,

BE IT RESOLVED, that Academic Regulation 3.8.4: Change of auditing option be amended as indicated below:

Old

3.8.4: Change of auditing option. A student may alternate between audit and credit status during an academic session. A change from audit to credit or credit to audit may occur only during the first six weeks. Changes of auditing status require the signature or written acknowledgment from the course instructor and academic advisor next to the appropriate notation on the schedule-revision form.

New

3.8.4: Change of auditing option. A student may alternate between audit and credit status during an academic session. A change from audit to credit or credit to audit may occur only during the first six weeks. The regular audit deadline is the Friday ending the first week of class. The late audit deadline is the Friday ending the sixth week of class. Approval of a regular change of

auditing status in the first week of class requires a signature or written acknowledgment from the student's advisor and a representative from the Financial Aid Office (when applicable).

Approval of a late change in auditing status during weeks two through six requires a signature or written acknowledgement from the course instructor, academic advisor and a representative from the Financial Aid Office (when applicable).

BE IT FURTHER RESOLVED, that appropriate session-equivalent deadlines be used for the summer sessions,

BE IT FURTHER RESOLVED, the Office of the Registrar and the Financial Aid Office be asked to develop appropriate forms and implement as soon as practical procedures for administering the new deadlines to change Audit status.

Approving

Y. Zubovic

S. Sarratore

A. Livschiz

D. Lindquist

Z. Isik-Ercan

C. Gurgur

A. Argast

Disapproving

Non-Voting

P. McLaughlin

Question Time

NOTE: In mid-November I requested the following from the VCFA

1. A copy of the contract between IPFW and the Summit Athletic League
2. A copy of the contract between IPFW and the Coliseum

If these items are received in time for the meeting they will be distributed to faculty. If they are not received assumptions to their content will be made.

To Chancellor Carwein:

My questions today relate to three budget areas, namely, Sports, Continuing Education, and the IPFW Foundation support and expenditures. With the permission of the Senate I would like to discuss these issues on topic at a time.

Sports Budget: (Information received from USA Today Report based on the NCAA report)

1. What are the lengths and terms of the agreement with the Summit League that requires IPFW to play basketball games at the Coliseum, an off-campus venue that requires one to pay \$4.00 to simply get into the parking lot?
2. What is the contractual arrangement with the Coliseum? Particularly in respect to the number of games per year, attendance guarantee, parking/concession revenue split?
3. What is the attendance required for IPFW to break- even as to revenue?
4. From the handout:
 - a. Student fees are almost doubled over the last five (5) years. What is the average number of students who attend games at the Coliseum? Can a student opt out of this fee?
 - b. School funds – What is the breakdown of this contribution? Where does the money come from? Where does the money go?
 - c. Tickets sales show a precipitous decline over the years. What is the cause for this? What is being done to remedy?
 - d. As an independent auditor, I always worry when the largest expense is listed as “other” as is done in this report. Please list expenses included in this category.
 - e. In the past there have been rumors that percentages of some coaching staff salaries and other expenses were included in the Chancellor’s portion of the general fund. Are any

salaries or other costs for the sports program included in the current Chancellor's general fund budget? If so, please detail.

Continuing Education: (from the budget summary provided by the VCFA)

Page 58 of 89 – All Funds Expenditures

	S&W	S&E	Total
Div. of Continuing Studies	6,469,615	4,299,270	10,768,885

Page 60 or 89 – General Funds Expenditures

	S&W	S&E	Total
Div. of Continuing Studies	180,905	7,779	188,684

1. With such a large budget item, totaling approximately \$11,000,000, I believe the question that begs to be answered is where, specifically, did all this money go? It seems appropriate to me that transparency demands a detailed accounting (listing) of these expenses also be made available to all faculty and staff who may be asked to take a wage freeze, or other negative actions in the coming months .

Foundation Funding: (no information is available)

For a complete budget picture all revenues and expenditures from **all** IPFW resources should be accounted for in total.

1. What Foundation (IU, Purdue, IPFW) funds have been received in the last year and what might be expected to be received in the near future? What are the detailed revenues and expenditures from these funds?

Indiana-Purdue Fort Wayne

Summit

\$6,762,966

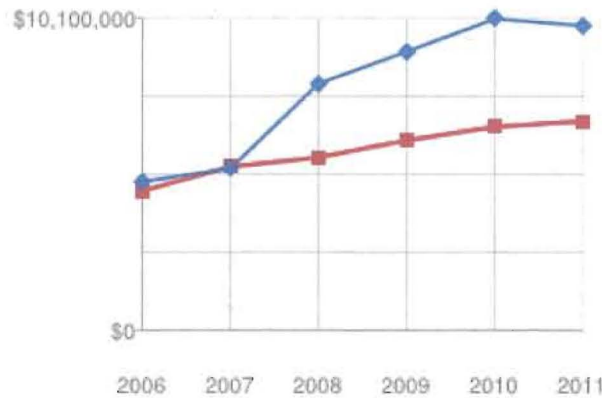
\$6,786,352

\$5,205,373

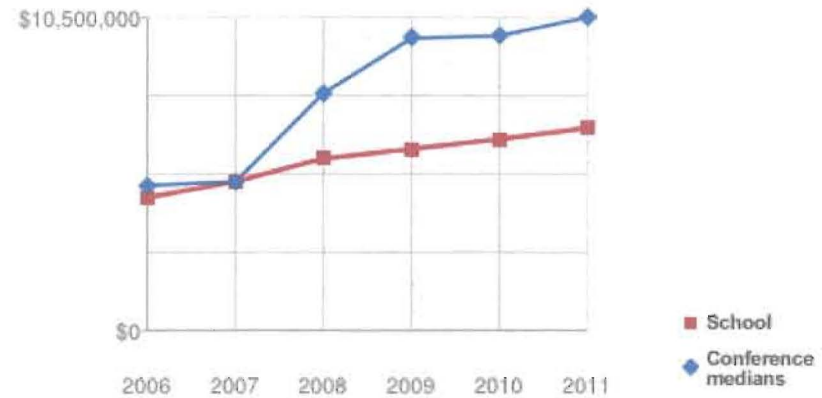
77.0%



REVENUES:



EXPENDITURES:



Year-by-Year Details:

Year	Ticket Sales	Student Fees	School Funds	Contributions	Rights/Licensing	Other Revenue	Total Revenue	Scholarships	Coaching Staff	Building/Grounds	Other Expenses	Total Expenses
2011	\$99,477	\$2,054,269	\$3,151,104	\$434,278	\$443,659	\$580,179	\$6,762,966	\$2,082,934	\$1,777,099	\$118,630	\$2,807,689	\$6,786,352
2010	\$100,267	\$1,907,686	\$2,676,822	\$543,316	\$480,146	\$865,538	\$6,573,775	\$1,870,229	\$1,953,881	\$108,511	\$2,484,396	\$6,417,017
2009	\$150,242	\$1,675,950	\$2,769,805	\$447,221	\$331,790	\$761,170	\$6,136,178	\$1,738,077	\$1,800,318	\$90,061	\$2,457,000	\$6,085,456
2008	\$106,203	\$1,501,840	\$2,213,307	\$431,967	\$438,018	\$886,406	\$5,577,741	\$1,635,930	\$1,628,797	\$126,158	\$2,368,711	\$5,759,596
2007	\$123,345	\$1,476,053	\$1,847,786	\$562,021	\$435,499	\$832,612	\$5,277,316	\$1,500,024	\$1,276,623	\$73,628	\$2,136,981	\$4,987,256
2006	\$160,405	\$1,299,656	\$1,342,704	\$489,864	\$376,660	\$817,191	\$4,486,480	\$1,340,306	\$1,213,405	\$68,200	\$1,828,269	\$4,450,180

Question Time

TO: Chancellor Carwein

FROM: Mike Nusbaumer

What are the numbers and percentages of employees from each major job category (tenure-track faculty, Continuing Lecturers, Associate faculty, Administrators, Clerical and Service) that have been eliminated at IPFW so far this year?

Michael Nusbaumer
Department of Sociology

TO: IPFW Senate
FROM: Executive Committee
DATE: November 7, 2012
SUBJ: Faculty Workloads

This document is provided as a reference to Senate Document SD 12-3 as further information regarding faculty workloads.

Summer Workload

One three hour course during the summer semester is equivalent to one month effort during an academic year

Justification: 4 weeks x 12 lectures = 6 weeks x 8 lectures (**4 x 12 = 6 x 8**)

During the Academic year:

A typical 3-credit hour class during the Academic year meets for three 50-minute lectures per week. A load of four 3-credit hour classes converts to **twelve** 50-minute lectures per week, which yields **forty eight** 50-minute lectures per one month (4 weeks).

The summer assignments vary. Two examples:

In Mathematical Sciences a typical 3-credit hour class consists of 4 days of 105 minutes lecture per week, for six weeks. With a 5-minute break this amounts to eight 50-minute lectures per week, for six weeks for a total of **forty eight** 50-minute lectures.

In Communication a typical 3-credit hour class consists of 3 days at 2hours and 20 minutes per day for six weeks. This is a total of 420 minutes, which with some breaks makes for eight 50-minute lectures per week, for six weeks for a total of **forty eight** 50-minute lectures.

Rationale: In April 2012 meeting the Purdue Board of Trustees accepted a change in Summer pay to address unequal pay during the Academic year and the Summer. The inequity resulted from the conversion in 2006 of academic year Purdue-benefited employees from 10-month to 9-month appointments. A two-stage implementation process was to be instigated by various Campuses administrations. Since Purdue pays during the summer on a weekly basis, Faculty Affairs Committee recommends that Senate adopts a policy on what constitutes an academic year equivalent of summer teaching workload.