

FORT WAYNE SENATE

AGENDA
MONDAY, MARCH 14, 1983
NOON, KT G46

1. Call to order
2. Approval of the minutes of February 14, 1983
3. Acceptance of the agenda
4. Reports of the Speakers of the Faculties
 - a. Indiana University - M. Downs
 - b. Purdue University - A. Finco
5. Report of the Presiding Officer
6. Special business for the day
Continuing Education Advisory Subcommittee (SR No. 82-8) - "for information only" - L. Madden
7. Committee reports requiring action
 - a. Student Affairs Committee (SD 82-5) - A. Friedel
 - b. University Resources Policy Committee (SD 82-6) - J. Sunderman
 - c. Rules Committee (SD 82-7) - S. Hollander
 - d. Educational Policy Committee (SD 82-8) - J. Haw
8. New business
9. Committee reports "for information only"
 - a. Faculty Affairs Committee (SR No. 82-9) - W. Bruening
 - b. Faculty Affairs Committee (SR No. 82-10) - W. Bruening
10. The general good and welfare of the University
11. Adjournment*
*The meeting will be adjourned or recessed by 1:15 p.m.

| <u>For</u> | <u>Against</u> | <u>Absent</u> |
|----------------|----------------|---------------|
| V. Coufoudakis | | J. Giusti |
| M. Crill | | |
| W. Frederick | | |
| J. Violette | | |

Attachments:

- "Subcommittee Report on Continuing Education" (SR No. 82-8)
- "Great Lakes Valley Conference Membership" (SD 82-5)
- "Amendments to the Bylaws of the Fort Wayne Senate" (SD 82-6)
- "Amendments to the Bylaws of the Fort Wayne Senate" (SD 82-7)
- "Faculty Absences" (SD 82-8)
- "Committee Report on Equal Employment Opportunity, 'For Information Only'" (SR No. 82-9)
- "Reappointment Recommendation Document, 'For Information Only'" (SR No. 82-10)

TO: The Fort Wayne Senate
FROM: The Continuing Education Advisory Subcommittee
DATE: February 23, 1983
SUBJECT: Subcommittee Report on Continuing Education
DISPOSITION: For information only

The following report addresses important questions facing the Continuing Education (CE) program at IPFW, and results from extensive discussions within the Subcommittee and consultation with Drs. Nicholson and Bickley.

1. Should CE be held accountable for payments to the general fund? Should the primary role of CE be to contribute to the general fund or to perform public service?

The primary role of CE should be public service.

Our understanding is that CE costs are divided into direct and indirect components.

Direct costs include such items as instructor salaries, salaries for full-time CE employees, and costs associated with individual CE programs (classroom materials, supplies and expenses, advertising, etc.). At present the expectation is that these direct costs will be reimbursed from CE income, resulting in programs which are, individually, generally self-supporting. (Income exceeding direct costs from noncredit offerings is used to provide incentive monies for departmental sponsorship of CE offerings, to build a CE reserve fund, and to make an annual contribution of \$10,000 to the general fund. Income exceeding direct costs from credit offerings is placed in the general fund; these amounts have been negligible in the recent past.)

Indirect costs are paid from the general fund and include such items as utilities and administrative support (from the business office, administrators, the LRC and UR, and janitorial, security, and maintenance workers, etc.). The \$10,000 contribution from the CE reserve does not cover indirect costs, and an additional \$40,000 of general-fund monies must annually go to CE, as these indirect costs probably exceed \$50,000 annually.

2. What is the current financial status of CE?

The current financial condition of continuing education is not very good. Figures available, some of which are estimated rather than actual due to past accounting practices, show that 1978-79 was the last year that income from noncredit courses met all direct costs. For noncredit courses, project costs have risen much faster than net income. In the last two years this has been a consequence of rising cancellation rates, lower average class size, and attempts to market the courses more extensively. The Vice Chancellor for Academic Affairs (VCAA) has noted that IPFW experience in this regard reflects national trends.

Although the Subcommittee was not provided with closing balances for the CE reserve fund for the past three years, it seems that declines in the fund balance of up to \$30,000 have occurred in each of the last three years, and that a deficit is likely for the current year.

Additional steps have been taken to ensure fiscal prudence while at the same time maintaining a viable CE operation that is prepared to meet what appears to be the beginning of an upturn in demand. Identified steps are restrictions on out-of-the-region travel, more control of long-distance telephone calls, and careful supervision of project budgets. The VCAA has taken and is taking an active personal interest in CE, devoting some 15% of his time to that operation.

The Subcommittee has examined CE policies and concludes that they stress the self-support of individual projects' direct costs.

The Subcommittee finds that some of the reasons for the draw on CE reserves may be various management concerns such as market conditions, personnel, and problems with policies and procedures. The impact of any one of these concerns, or of all of them together, is difficult to estimate.

The Subcommittee finds that longitudinal or current information on the numbers of CE courses offered, the numbers of students taking CE courses, and other such substantive information is unavailable.

3. When considering offerings, how is the sponsoring department determined, and how are conflicts resolved?

The VCAA notes that in the past two and one-half years, only four disputes over sponsorship have arisen, and that three of these were resolved without appeal to the Subcommittee. He has recommended that the parties in the fourth instance seek the Subcommittee's recommendation to him for a settlement.

The Executive Director of Community Outreach has agreed to submit a draft policy on sponsorship determination to the Subcommittee for its consideration.

Subcommittee attention to sponsorship should be limited to:

- (a) cases in which the sponsorship of an academic department has not, as required, been secured; and
- (b) cases in which a dispute over sponsorship arises between two or more departments (in which cases the Subcommittee's role will be to make a recommendation to the VCAA).

4. What authority and responsibility has the Executive Director of CE?

Broad-based and specific duties are held by the Executive Director, as is reflective of duties inherent in any university administrative office. With community outreach as a primary emphasis, this officer must accurately assess regional CE needs and translate them into an effective and efficient set of CE offerings. CE policies give the Executive Director authority and responsibility adequate to carry out an effective CE mission.

MEMORANDUM

TO: Fort Wayne Senate

FROM: Student Affairs Committee

DATE: February 22, 1983

SUBJECT: Great Lakes Valley Conference Membership

DISPOSITION: Upon Approval, to the Chancellor and Athletic Department for implementation

RESOLVED, That having reviewed the competitive ability of IPFW's athletic teams and the projected student athletics budget and the athletic scholarship fund, the Fort Wayne Senate reaffirms its approval of IPFW membership in the Great Lakes Valley Conference.

BE IT FURTHER RESOLVED, That application for membership in the Great Lakes Valley Conference shall be made at the April 1983 conference meeting.

Approving

M. Crill

A. Friedel, Chair

L. Hess

K. Schenk

J. Stauffer

J. Ulmer

K. Wakley

Absent

S. Souers

J. Violette

GREAT LAKES VALLEY MEMBERSHIP REVIEW

1. CAMPUS AND COMMUNITY SUPPORT

A. Game Attendance

Men's basketball, the flagship sport of the GLVC, has shown the greatest attendance growth in 1982-83. IPFW now averages 300 fans per game with student support becoming increasingly evident. Cheerleaders, pep band, student government and fraternity/sorority support now provide a good foundation for growth. Season ticket sales (total 50) represent a dramatic improvement over previous years, especially the off-campus sales (18) for the first time ever.

Soccer, volleyball and women's basketball are also attracting significant numbers of fans for the first time.

B. Gate Receipts and Concessions

Increased attendance is reflected in added revenue as demonstrated in Table 1.

TABLE 1

| | 1981-82 | 1982-83 | % increase |
|--------------------|---------|-----------|------------|
| Men's basketball | \$ 980 | \$3220 | 228.5 |
| Women's basketball | 685 | 1185 | 73 |
| Women's volleyball | 570 | 640 | 12 |
| Men's volleyball | 395 | 600 (est) | 51 |
| | 2630 | 5645 | 114.6 |

Concession sales have added \$1630 to this year's game revenue, a seven-fold improvement over last year.

C. Booster Club

Members subscribing to the highest level of giving (\$100+ membership) reached 16 in 1982-83 doubling the previous high in this category. Total membership dues at that level also reached an all-time high at \$3,000 (approximately).

The booster club has also undertaken a number of new program activities to promote and support athletics. Al McGuire's convocation and reception attracted significant community interest and established a precedent for future endeavors such as the planned appearance by I.U.'s Bobby Knight. Further programs include the formation of a basketball promotions committee, post-game hospitality receptions, regular luncheons and breakfasts with coaches, and a display booth at Southtown Mall.

D. Media Exposure/Community Interest

Dramatically improved news coverage has been evident in each media forum throughout the 1982-83 seasons. This new coverage demonstrates

or better in the other conference sports: soccer, women's basketball, baseball, tennis. Team records to date are shown in Table 2.

TABLE 2*

| | Won | Lost | Tie | Comments |
|--------------------|-----|------|-----|--|
| Women's volleyball | 30 | 16 | | Most wins ever |
| Soccer | 10 | 8 | 1 | Two overtime playoff games |
| Women's tennis | 9 | 0 | | First undefeated season |
| Cross country | 2 | 1 | | Consistent high finish in multi-team invitationals and 11th in State Meet at Bloomington |
| Women's basketball | 17 | 4 | | Most wins ever and best record ever |
| Men's basketball | 16 | 12 | | Most wins ever, second winning season, and best record ever |

B. Future Prospects

Our teams are very young. There are no seniors on the men's and women's basketball and volleyball teams, for example. Our prospects for team maturity with the present players are very good indeed. Recruiting activity is at an all-time high. The quality of our early contacts bodes well for good success at signing time. Our facilities, team performance, academic programs and scholarship fund have combined to provide an attractive package for prospective student-athletes. Prospective student-athletes are initiating contacts with us now--a sure sign that IPFW is coming into its own as a recognized program.

III. CONCLUSION

Although the above accomplishments do not speak for themselves as to IPFW's membership in the Great Lakes Valley Conference, they do point the way. Achievements to date are measurable and improving. The athletic program is operating in a mode of confidence and high expectations not previously evident at our campus. The question no longer seems to be whether we can compete in the GLVC, but how the conference membership can assist us in attaining our own internalized goals of attendance, student involvement, recognition, campus identity, and esprit d'corps. These things are attainable goals. We only need to continue to pursue them with dedicated and complete University support.

*NOTE: Team schedules reflected a much higher level of competition as a result of 1982-83 being the program's initial year in NCAA Division II.

FOR INFORMATION ONLY

TO: Student Affairs Committee
Fort Wayne Senate

FROM: Subcommittee on Athletics

DATE: February 17, 1983

SUBJECT: Great Lakes Valley Conference Membership

DISPOSITION: To Student Affairs Committee and Fort Wayne Senate for Information

WHEREAS, the Subcommittee on Athletics and the Fort Wayne Senate (Document DS 82-1 amended and approved, 9/20/82) approved application for membership in Great Lakes Valley Conference,

WHEREAS, the budgets for the Athletic Scholarship Fund and the Student Athletics Budget are commensurate with projected resources for 1982-83 and 1983-84,

WHEREAS, the IPFW athletic teams have proven themselves capable of competing against teams of NCAA II (including GLVC) caliber,

WHEREAS, there is evidence of increased awareness of and support for the IPFW athletic program by both the campus and the community,

WHEREAS, recent changes in the administrative structure of the Athletic Department reflect increased administration support for the athletic program,

BE IT RESOLVED, that the Subcommittee on Athletics reaffirms its enthusiastic support for membership in the Great Lakes Valley Conference.

BE IT FURTHER RESOLVED, that application for membership in the Great Lakes Valley Conference shall be made at the April 1983 conference meeting.

STUDENT ATHLETICS BUDGETS

| | 1981-82 Totals | Anticipated 1982-83 Totals | Projected 1983-84 Budget | Projected 1984-85 Budget |
|--------------------------------|-------------------|----------------------------------|--------------------------------|--------------------------------|
| I. Funds Available | | | | |
| A. Student Fee Income | \$ 87,436 | \$ 89,352 | \$ 87,660 | \$ 87,660 |
| B. (Fund) Balance Forward | 16,828 | 49,758 ⁽¹⁾ | 46,129 | 29,489 |
| C. Interest Income | 3,917 | 7,000 | 5,000 | 5,000 |
| D. Organizational Income | 16,668 | 500 | 600 | 11,851 ⁽³⁾ |
| E. Other | 147 | -0- | -0- | -0- |
| F. Athletic Center Passes | <u>6,792</u> | <u>9,000</u> | <u>10,000</u> | <u>11,000</u> |
| Total Funds Available | \$131,788 | \$155,610 | \$149,389 | \$145,000 |
| II. Expenditures | | | | |
| A. Athletic Reserve | \$ 23 | \$ 32 | \$ 29,489 ⁽²⁾ | \$ 20,000 ⁽²⁾ |
| B. Athletic Department | | | | |
| 1. Salaries & Wages | \$ 21,817 | \$ 29,400 | \$ 35,000 | \$ 36,000 |
| 2. Supplies & Expense | 13,425 | 23,800 | 21,800 | 21,800 |
| 3. Tennis Court Payment | <u>1,300</u> | <u>1,300</u> | <u>1,300</u> | <u>1,300</u> ⁽⁴⁾ |
| Total Athletic Dept. | \$ 36,542 | \$ 54,500 | \$ 58,100 | \$ 59,100 |
| C. Office and Bldg. Operations | 5,907 | 6,249 | 6,500 | 6,500 |
| D. Sports Info and Promotion | 1,454 | 4,500 | 4,500 | 4,500 |
| E. Athletic Training | 1,291 | 3,500 | 3,500 | 3,500 |
| F. Intramural Sports | 1,940 | 8,000 | 8,000 | 8,000 |
| G. Club Sports | 512 | 800 | 1,000 | 1,000 |
| H. Cheerleaders | 266 | 800 | 1,200 | 1,200 |
| I. Intercollegiate Athletics | 21,435 | 31,100 | 37,100 | 41,200 |
| J. Summer Camps | <u>1,042</u> | <u>-0-</u> | <u>-0-</u> | <u>-0-</u> |
| Total Expenditures | \$ 70,412 | \$109,481 | \$149,389 | \$145,000 |

(1) Adjusted for summer camps and outstanding encumbrances

(2) Budgeted, but not intended to spend - to be used as "fund balance forward" in subsequent year

(3) Reflects funds previously going to scholarships (popcorn sales)

(4) Last year of repayment schedule

TO: The Senate
FROM: The University Resources Policy Committee
DATE: February 18, 1983
SUBJECT: Amendments to the Bylaws of the Fort Wayne Senate

DISPOSITION: Upon approval, to the presiding officer for implementation

Resolved, That the following changes be made in the Bylaws of the Fort Wayne Senate to provide clerical or service staff representation on the University Resources Policy Committee.

The words underlined below represent the changes recommended in Section 5.3.5 of the Bylaws of the Fort Wayne Senate.

The University Resources Policy Committee shall consist of the Vice Chancellor for Financial Affairs or that officer's designee, the Dean of the Faculty or that officer's designee, three Senators of each University affiliation elected by the Senate, a clerical or service staff member, and two students. The Presiding Officer of the Senate shall request the Clerical and Service Staff Advisory Committee to select the clerical or service staff representative and the student body president to select the student representatives. The CSSAC representative and the student representatives shall serve for one year, with their terms to commence at the beginning of the academic year. . . .

TO: The Senate
FROM: The Rules Committee
DATE: Feb. 28, 1983
SUBJECT: Amendments to the Bylaws of the Fort Wayne Senate
DISPOSITION: Upon approval, to the presiding officer for implementation

Resolved, That the following three changes be made in the Bylaws of the Fort Wayne Senate.

1. In sections 5.3.4.1 and 5.3.4.5, replace "the Dean of Student Affairs" and "the Dean of Student Services" with "the Chancellor," to reflect the recent realignment of the Athletics Office reporting path;
2. To provide representation for Medical Education and Dentistry, add a section 2.5.3: "Affiliates. The School of Medicine and School of Dentistry faculties shall each select annually one of their number as Senate affiliates. Affiliates will be permitted to participate without vote in Senate meetings"; and
3. To provide terms for the members of the Professional Development Subcommittee, add to the end of the second paragraph of section 5.3.2: "Members shall serve two-year terms."

Approving

H. W. Davies
R. C. Emery
S. Hollander, chair
W. G. Ludwin

MEMORANDUM

TO: The Senate
FROM: Educational Policy Committee
DATE: February 4, 1983
SUBJ: Faculty Absences

DISPOSITION: Upon approval, to the Vice Chancellor and Dean of Faculty
for implementation.

RESOLVED, That the policy concerning faculty absences be adopted.

Approving

L. Beineke
W. Davies
M. Downs
J. Haw, Chair
E. Nicholson
R. Svoboda

Disapproving

None

Absent

S. Hollander

TO: The Senate
FROM: The Faculty Affairs Committee
DATE: February 4, 1983
SUBJECT: Committee Report on Equal Employment Opportunity, "For
Information Only"

The Committee has urged the administration to increase efforts to acquaint the faculty with equal-employment-opportunity requirements. Specifically, we urged that additional training be provided to department/division chairs and faculty members who serve on personnel committees (those making recommendations concerning hiring, tenure, promotion, leaves of absence, and annual evaluations), to acquaint these faculty with the full range of their affirmative-action responsibilities.

Such training should, we believe, enable faculty members to identify protected classes (women, minority members, those aged 40 to 70, the physically and mentally handicapped, disabled and Vietnam Era veterans) and to determine how membership in a protected class may impinge upon professional relationships and personnel recommendations.

Members Approving:

William H. Bruening, Chair
Ronald E. Emery
Stephen C. Harroff
Steven Hollander
Edwin C. Leonard
Edward A. Nicholson
Shirley R. Rickert

MEMORANDUM

TO: Bill Frederick, Chair, Agenda Committee
FROM: Bill Bruening, Chair, Faculty Affairs Committee
DATE: 22 February 1983
SUBJECT: Document for Information Only

WAB

Please place the attached document on the agenda for the next Senate as an item "For Information Only." There was no formal vote taken on the document, since the form and the policy are those of the administration.

jgh

Enclosure

REAPPOINTMENT RECOMMENDATION

NAME: _____

RANK: _____

TENURE STATUS: Decision to be made _____

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

Initial to acknowledge receiving a copy Department/Div. Chairperson Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Dean Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Vice Chancellor and
Dean of the Faculty Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Chancellor Date

TO: The Faculty
FROM: Educational Policy Committee
DATE: March 10, 1983
SUBJECT: March Senate Meeting

At the March Senate meeting, the Educational Policy Committee will move under New Business to suspend the rules so that the attached document may be considered.

bb

TO: The Senate

FROM: Educational Policy Committee

DATE: March 9, 1983

SUBJECT: University Credit Courses in Area High Schools,
including amendments to the Bylaws of the Fort Wayne
Senate

DISPOSITION: Upon approval, to the Vice Chancellor and Dean of Faculty
and the Senate Nominations and Elections Committee for
implementation

RESOLVED, That the Vice Chancellor and Dean of the Faculty be authorized to develop a program, within the following guidelines, for offering courses for University credit in area high schools.

1. Delivery of the program shall be supervised by a single administrative head with designated responsibilities, reporting directly to the Office of the Vice Chancellor and Dean of the Faculty, assisted by an advisory subcommittee reporting to the Senate through the Educational Policy Committee. The majority of the subcommittee's members shall be faculty elected by the Senate to staggered three-year terms.
2. Courses offered in the program shall be limited to those that can be properly taught with the available high school facilities and within constraints of the University and high school calendars. Student contact hours shall not be fewer than in the same course when taught on the University campus.
3. Course offerings in this program shall have no significant adverse impact upon the quality or availability of course offerings on the IPFW campus.
4. Whenever possible and appropriate, the instructor bearing overall responsibility for and control of each course shall be a member of the full-time faculty at IPFW who volunteers for the assignment. A faculty member may teach in the program on an overload basis only if (a) no other full-time faculty member qualified to teach the course volunteers to do so; and (b) the faculty member and the department chair believe that the overload will not negatively affect the faculty member's other professional responsibilities.
5. If necessary, an IPFW associate faculty member hired according to the normal University standards and policies may be the instructor in charge of a course. If a high school teacher is hired in this capacity, the course shall not constitute part of the teacher's normal high school teaching load.
6. A high school teacher approved by the high school principal and the IPFW department sponsoring the course may assist the principal instructor as a laboratory assistant, a discussion leader, or in a similar capacity.
7. Students registering for courses in the program must be approved by their principal or counselor. The minimum qualifications shall be (a) satisfaction of course prerequisites, and (b) for seniors, standing in the upper 20% of the senior class or a combined SAT score of 1000; for juniors, standing in the upper 10% of the junior class or a combined PSAT score of 1100.
8. Students must apply for admission to IPFW and be accepted as non-degree students. Each student shall be given the option of admission to Indiana University or to Purdue University, regardless of the course(s) in which the student is to be enrolled.

INDIANA UNIVERSITY - PURDUE UNIVERSITY
AT FORT WAYNE
2101 COLISEUM BOULEVARD EAST
FORT WAYNE, INDIANA 46805

THE SENATE

MEMORANDUM

TO: The Senate
FROM: The Agenda Committee
DATE: March 14, 1983
SUBJECT: Speaking Privileges

By authority of article 2.5.2 of the Bylaws of the Senate (SD 81-10), the Agenda Committee invites the following non-members to attend the Senate meeting of March 14, 1983 (and its continuation, if necessary).

Dr. Kenneth Balthaser
Dr. Carl Bickley
Mr. Wade Fredrick
Dr. Jeffrey Huberman
Mrs. Phyllis Jonas
Dr. Lowell Madden
Mr. Paul Strouts

for purposes of discussing the report of the Continuing Education Advisory Subcommittee, and

Mr. Philip Grote
Mr. Tim Russell
Dr. David Skelton

for purposes of discussing the document on the Great Lakes Valley Conference Membership.

These non-members will be granted speaking, non-voting privileges.