

FORT WAYNE SENATE AGENDA
APRIL 12, 1993
NOON, KT G46

1. Call to order
2. Approval of the minutes of March 15, 1993
3. Acceptance of the agenda - J. Switzer
4. Reports of the Speakers of the Faculties
 - a. Indiana University - S. Hollander
 - b. Purdue University - A. Finco
5. Report of the Presiding Officer) - W. Frederick
 - a. Senate Reference No. 92-30
 - b. Senate Reference No. 92-38
6. Committee reports requiring action
 - a. Nominations and Elections Committee (Senate Reference No. 92-31) - D. Legg
 - b. Educational Policy Committee (Senate Document SD 92-20) - B. Bulmahn
 - c. Rules Committee (Senate Document SD 92-21) - S. Hollander
 - d. Rules Committee (Senate Document SD 92-22) - S. Hollander
 - e. Rules Committee (Senate Document SD 92-23) - S. Hollander
 - f. Faculty Affairs Committee and Rules Committee (Senate Document SD 92-24) - R. Jeske/S. Hollander
7. Question time - (Senate Reference No. 92-32)
8. New business
Senate Document SD 92-25 - J. Outland
9. Committee reports "for information only"
 - a. Purdue University Committee on Institutional Affairs (Senate Reference No. 92-33) - A. Finco
 - b. Budgetary Affairs Subcommittee (Senate Reference No. 92-34) - R. Barrett
 - c. Agenda Committee (Senate Reference No. 92-35) - J. Switzer
 - d. Agenda Committee (Senate Reference No. 92-36) - J. Switzer
 - e. Indiana University Committee on Institutional Affairs (Senate Reference No. 92-37) - S. Hollander
10. The general good and welfare of the University
11. Adjournment*

*The meeting will be recessed or adjourned by 1:15 p.m.

Approving
A. Dirkes
W. Frederick
J. Switzer, Chair
W. Unsell

Absent
S. Hollander

Attachments:

- "Report on Senate Documents" (SR No. 92-30)
- "Excerpt from the Proposed Management Agreement" (SR No. 92-38)
- "Slate for the Election of Senate Committees and Subcommittees" (SR No. 92-31)
- "Ad Hoc Committee on Writing" (SD 92-20)
- "Amendments to the Constitution of the Faculty: Dates of certification of the Faculty, apportionment, and announcement of election results" (SD 92-21)
- "Amendment to the Bylaws of the [Fort Wayne] Senate (SD 81-10)—IPFW representation on the University Faculty Council of Indiana University" (SD 92-22)
- "Amendment to FWSD 76-10, Purdue University at Fort Wayne Faculty Grievance Policy" (SD 92-23)
- "Amendment to the Bylaws of the [Fort Wayne] Senate (SD 81-10): Membership on the Professional Development Subcommittee" (SD 92-24)
- "Question on reorganization of Helmke Library" (SR No. 92-32)
- "Amendment to The School of Fine and Performing Arts Promotion and Tenure Policies and Procedures (SD 89-7)" (SD 92-25)
- "Results of the Election of the Purdue University Faculty Grievance Board" (SR No. 92-33)
- "1993-1995 Budget Recommendations" (SR No. 92-34)
- "End-of-the-Year Committee Reports" (SR No. 92-35)
- "Senators for 1993-1994" (SR No. 92-36)
- "Results of the Election of the Indiana University University Faculty Council" (SR No. 92-37)

TO: The Senate
FROM: Bill Frederick, Presiding Officer
Senate
DATE: 26 March 1993
SUBJ: Report on Senate Documents

Listed below are the documents considered by the Senate this academic year. When appropriate, I have forwarded documents to the proper administrators/units for implementation. I have listed the current status of each document.

- SD 92-1 "Correction to Academic Calendar, Summer I, 1992-93" - approved and forwarded to the Registrar for implementation (Approved 9/14/1992)
 - SD 92-2 "Amendment to Academic Calendars, 1992-1993 and 1993-1994 - Observance of Dr. Martin Luther King, Jr. Day" - approved and forwarded to the Registrar for implementation (Approved 9/14/1992)
 - SD 92-3 "Amendments to the Management Agreement" - approved and forwarded to the Presidents and Boards of Trustees of Purdue University and Indiana University and the Chancellor at IPFW (Approved 10/12/1992)
 - SD 92-4 "Approval of replacement member of the Subcommittee on Athletics" - approved and implemented (Approved 10/12/1992)
 - SD 92-5 "Fiscal Agency" - approved and forwarded to the Presidents and Boards of Trustees of Purdue University and Indiana University and the Chancellor at IPFW (Approved 10/12/1992)
 - SD 92-6 "Approval of replacement members of the Continuing Education Advisory Subcommittee, the Graduate Subcommittee, and the Student Affairs Committee" - approved and implemented (Approved 11/9/1992)
 - SD 92-7 "North Central Accreditation Assessment Plan" - approved and forwarded to the Chancellor for implementation (Approved 11/9/1992)
 - SD 92-8 "Changes to the Indiana University *Academic Handbook's* Criteria for Promotion" (Defeated 12/14/1992)
 - SD 92-9 "Proposed amendments to the IPFW academic regulations and procedures [SD 85-18]--Changes in procedures for reporting academic dishonesty" - approved and forwarded to the Registrar for implementation (Approved 12/14/1992)
 - SD 92-10 "Proposed amendment to the IPFW grade-appeals policy [SD 82-2]--Changes in procedures for reporting academic dishonesty" - approved and implemented (Approved 12/14/1992)
 - SD 92-11 "Amendment to the Bylaws of the Fort Wayne Senate--Academic Calendar" - approved and implemented (Approved 12/14/1992)
 - SD 92-12 "Class-scheduling times, MW afternoons" - approved and sent to Registrar for implementation (Approved 12/14/1992)
 - SD 92-13 "IPFW Policy Statement on Evaluation of Academic Administrators" - approved and sent to Chancellor for implementation (Approved 12/14/1992)
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- SD 92-14 "Changes to Senate Document 76-10, Purdue University at Fort Wayne Grievance Policy" - approved and sent to the Chancellor and Vice Chancellor for Academic Affairs for implementation (Approved 1/11/1993)
- SD 92-15 "Academic Calendars for 1994-95 and 1995-96" - approved and sent to the Registrar for implementation (Approved 2/8/1993)
- SD 92-16 "Proposed amendment to the IPFW Academic Regulations and Procedures (SD 85-18) - change in rules relating to the re-entry of students after prolonged absence" - approved and sent to the Registrar for implementation (Approved 3/15/1993)
- SD 92-17 "Position description for NCAA Compliance Coordinator" - approved and sent to the Chancellor and to the Subcommittee on Athletics for implementation (Amended & Approved 3/15/1993)
- SD 92-18 "Resolution concerning the relationship between this campus and West Lafayette" - approved and sent to the President of Purdue University, with a copy to the Chancellor of IPFW (Approved 3/15/1993)
- SD 92-19 "University affiliation of IPFW Faculty" - approved and sent to the Presidents of the Indiana University Board of Trustees and the Purdue University Board of Trustees and to the Secretaries of each Board of Trustees, with a copy to the Chancellor of IPFW (Approved 3/15/1993)
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The following is an excerpt from the Management Agreement document as given to the Chancellor's office this morning.

- C. Mission Responsibility and Authority. The institution which holds the mission in a particular profession or disciplinary field (a) shall approve the appointment of all faculty members, part-time, and full-time, who offer instruction in that field at IPFW, (b) shall have full control of all curricula in the field, including extensions thereof, (c) shall award all degrees (associate, baccalaureate, professional and/or graduate) in the field, and (d) shall supply all services or support courses in that field required by students pursuing degrees in a different field with the other institution. With the exception of certain professional degrees (e.g. Nursing and Business) Master's and doctoral education programs are system-wide responsibilities of Indiana University and Purdue University. Existing assignments of responsibility for secondary mission areas will continue unchanged.

Administration. The Chancellor and all administrative officers will be appointed and employed by Purdue University.

Faculty. Purdue will appoint and employ all full-time and part-time faculty members, including those who function in Indiana University mission areas. All faculty members who function in mission areas assigned to Indiana University shall first be approved by Indiana, and Purdue agrees to employ only persons so approved. Academic rank designations and changes therein from time to time, for personnel functioning in Indiana mission areas, shall be specified by Purdue; and for such persons, initial salary levels, and subsequent adjustments will be established by Purdue University in consultation with Indiana University. All members of the faculty, regardless of their initial appointment, will continue to earn or have campus-specific tenure. All new appointees will be on the Purdue pay and benefits plan; continuing Indiana University faculty will have the option to select the Purdue program if they so desire.

The Senate
Phone: (219) 481-6686
Fax: (219) 481-6985

MEMORANDUM

TO: The Senate

FROM: Nominations and Elections Committee
David Legg, Chair
Richard Miers
Richard Ramsey
Susan Skekloff

DATE: March 22, 1993

SUBJ: Slate for the election of Senate Committees and Subcommittees

Here is the slate for the committees and subcommittees of the Senate for which the Nominations and Elections Committee has responsibility. The elections will be held at the Senate meeting in April. At that time Senators may also nominate from the floor.

NOTE: Questions concerning this document should be addressed to D. Legg at Ext. 6222.

COMMITTEE NOMINEES
April 1993 Senate Election

ACADEMIC APPEALS SUBCOMMITTEE

Vacancies: 5

Jeanne Barone, COMM
Jami Beard, DAE
Clark Butler, PHIL
Margit Codispoti, LIB
Lenore DeFonso, PSY
Sunday Faseyitan, MFT
Linda Hite, OLS
Steven Hollander, ENGL
Zhongming Liang, MFT
Carlton Maile, MNMK
Christiane Seiler, MFL
Mitchell Sherr, OLS
Kathleen Squadrito, PHIL
Ramaier Sriram, MNMK
Patrick Stubblebine, OLS
Aurele Violette, HIST

ACCELERATED HIGH SCHOOL STUDIES ADVISORY SUBCOMMITTEE

Vacancy: 1 (no A&S; no LIB; no E&T)

John Grote, EDUC

AGENDA COMMITTEE

Vacancy: 1 Purdue

Nashwan Younis, ENGR

SUBCOMMITTEE ON ATHLETICS

Vacancy: 1 IU

Indiana University
Jacqueline Heine, DAE
Edwin Leonard, MNMK

BUDGETARY AFFAIRS SUBCOMMITTEE

Vacancies: 4

Robert Barrett, CS
Harold Broberg, EET
Suzanne Chubinski, NURS
Sunday Faseyitan, MFT
Peter Iadicola, SOCA
Edwin Leonard, MNMK
Kenneth Perry, MFT
Dyne Pfeffenberger, ACCT
Raymond Pippert, MA
Roberta Tierney, NURS
Karen Wakley, OLS

CALENDAR SUBCOMMITTEE

Vacancies: 1 IU and 2 PU

Indiana University
John Brennan, ENGL
Edwin Leonard, MNMK

Purdue University
Clark Butler, PHIL
Suzanne Chubinski, NURS
Lenore DeFonso, PSY
Roger Hack, EET
Zhongming Liang, MFT
Shirley Rickert, OLS
Cheryl Sorge, NURS

CAMPUS APPEALS BOARD

Vacancy: 0

CONTINUING EDUCATION ADVISORY SUBCOMMITTEE

Vacancies: 3

Jeanne Barone, COMM
Harold Broberg, EET
Avon Crismore, ENGL
Opal Freiburger, NURS
Susan Frey-Ridgeway, LIB
Roger Hack, EET
Jacqueline Heine, DAE
Santai Hwang, EET
Edwin Leonard, MNMK
Zhongming Liang, MFT
Paul Lin, EET
Kimberly McDonald, OLS

CONTINUING EDUCATION ADVISORY SUBCOMMITTEE (cont'd)

James Moore, MNMK
Jean Ross, NURS
Cheryl Sorge, NURS
Ramaier Sriram, MNMK
William Utesch, EDUC

DEVELOPMENTAL STUDIES SUBCOMMITTEE

Vacancy: 1 (no A&S)

Carol Aikman, EDUC
Margit Codispoti, LIB
John Grote, EDUC
Linda Hite, OLS
Zhongming Liang, MFT

EDUCATIONAL POLICY COMMITTEE

Vacancy: 1 PU

Purdue University
Clark Butler, PHIL
Lenore DeFonso, PSY
Robert Gillespie, BIOL
Craig Hill, PSY
Robert Kendall, CAET
Lynn Schlager, ENGR
Carol Sternberger, NURS

FACULTY AFFAIRS COMMITTEE

Vacancies: 1 IU and 2 PU

Indiana University
Nancy Cothorn, EDUC
Michael Downs, POLS
Ramaier, Sriram, MNMK

Purdue University
Clark Butler, PHIL
Lenore DeFonso, PSY
Robert Kendall, CAET
Lynn Schlager, ENGR
Curt White, CS

HONORS PROGRAM COUNCIL

Vacancies: 6

John Brennan, ENGL
Clark Butler, PHIL
Dipak Chowdhury, GEOS
Suzanne Chubinski, NURS
Shree Dhawale, BIOL
Mohammed Fazel, PSY
Richard Hess, COMM
Richard Johnson, MFL
Zhongming Liang, MFT
Christiane Seiler, MFL
Ramaier Sriram, MNMK

INDIANA UNIVERSITY COMMITTEE ON INSTITUTIONAL AFFAIRS

Vacancy: 1

John Brennan, ENGL

INTERNATIONAL STUDIES PROGRAM ADVISORY SUBCOMMITTEE

Vacancy: 0

LECTURE SERIES SUBCOMMITTEE

Vacancies: 3

Clark Butler, PHIL
Lenore DeFonso, PSY
Mohammed Fazel, PSY
Michael Kaufmann, ENGL
Zhongming Liang, MFT
Christiane Seiler, MFL

NOMINATIONS AND ELECTIONS COMMITTEE

Vacancy: 1 IU

Indiana University
John Brennan, ENGL
William Utesch, EDUC

PURDUE UNIVERSITY COMMITTEE ON INSTITUTIONAL AFFAIRS

Vacancies: 2

Lenore DeFonso, PSY
Robert Kendall, CAET
Donald Linn, CHM
Curt White, CS

RULES COMMITTEE

Vacancies: 1 IU and 1 PU

Indiana University
Ramaier Sriram, MNMK

Purdue University
Curt White, CS

STUDENT AFFAIRS COMMITTEE

Vacancies: 1 IU and 2 PU

Indiana University
Charles Champion, DAE
Nancy Cothorn, EDUC
Linda Wootton, ENGL

Purdue University
Clark Butler, PHIL
Donald Linn, CHM
Robert Gillespie, BIOL
Lynn Schlager, ENGR
Curt White, CS

UNIVERSITY RESOURCES POLICY COMMITTEE

Vacancies: 1 IU and 2 PU

Indiana University
John Brennan, ENGL
Ramaier Sriram, MNMK
Linda Wootton, ENGL

Purdue University
Clark Butler, PHIL
Lenore DeFonso, PSY
Robert Kendall, CAET
Paul Lin, EET
Donald Linn, CHM
Steven Sarratore, THTR
Jo Young Switzer, COMM
Curt White, CS

TO: Fort Wayne Senate
FROM: Educational Policy Committee
DATE: 22 March 1993
SUBJ: Committee on Writing
DISPOSITION: To the Presiding Officer for Implementation

Whereas, Senate Document SD 88-33 mandates that graduates from IPFW baccalaureate programs will "write and speak critically and precisely, with clarity and persuasiveness"; and

Whereas, Effective writing is a concern of all campus units at all levels of instruction; and

Whereas, IPFW faculty have, through their participation in workshops and related activities, demonstrated a significant interest in Writing Across the Curriculum;

Therefore, Be It Resolved that the Senate establish an ad hoc Committee on Writing to review campus compliance with the goals for writing skills established by SD 88-33 and to make, if appropriate, recommendations leading to the furtherance of those goals.

The committee will be composed of a representative from the Department of English and Linguistics, a representative of each campus school, and the Vice Chancellor for Academic Affairs or his/her designee, who will be responsible for calling the first meeting of the committee, at which a chair will be elected from among its members. The committee should report its findings and recommendations to the Senate no later than twelve months following its appointment.

<i>Approving</i>	<i>Disapproving</i>	<i>Nonvoting</i>
A Dirkes	B Bulmahn	J Dahl
A Finco	D McCants	
S Hollander		
F Kirchhoff		
S Sarratore		

**Indiana University
Purdue University
Fort Wayne**

To: Fort Wayne Senate
From: Rules Committee
Date: March 24, 1993
Subject: Amendments to the Constitution of the Faculty: Dates of certification of the Faculty, apportionment, and announcement of election results

Resolved, That Section II of the Constitution of the Faculty be amended by replacing the overstruck text with the boldfaced text.

II. Certification

Certification of the names, affiliations, and classifications of all members of the Faculty shall be made annually, as of ~~February 1~~ **January 15** and by ~~February 20~~ **January 25**, by the chief academic officer of IPFW to the Secretary of the Faculty. Changes in the eligibility of individuals to vote, speak, or stand for elective office shall be effective immediately, but the ~~February~~ **January** certification shall apply in defining the size and distribution of the Faculty for procedures such as establishing a quorum, establishing a given fraction of the Faculty, and apportionment.

and

Resolved, That Sections III.D.1. and III.D.2. of the Constitution of the Faculty be amended by replacing the overstruck text with the boldfaced text.

1. *The Speaker of the Indiana University Faculty* shall be elected prior to ~~March~~ **February** 1 in even-numbered years.
2. *The Speaker of the Purdue University Faculty* shall be elected prior to ~~March~~ **February** 1 in odd-numbered years.

and

Resolved, That Section VII.A.5. of the Constitution of the Faculty be amended by replacing the overstruck text with the boldfaced text.

5. Nomination and Election

Apportionment for the following academic year, according to Part 4 above, shall be made known to the major academic units by ~~March~~ **February** 1. . . . The names of the incoming Senators shall be made known to the Secretary of the Senate by ~~March 15~~ **1**.

<u>Approving</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Absent</u>
B. Bulmahn			
S. Hollander			
J. Silver			
W. Walker			

**Indiana University
Purdue University
Fort Wayne**

To: Fort Wayne Senate
From: Rules Committee
Date: March 24, 1993
Subject: Amendment to the Bylaws of the [Fort Wayne] Senate—IPFW representation on the University Faculty Council of
Indiana University

Whereas, The Constitution of the Faculty of Indiana University has recently been amended to state:

- 4.1.C. Ex-officio members of the University Faculty Council shall include . . . the faculty chairs of the Agenda or Executive Committee of the campus-wide institution of faculty governance on every campus. . . .

and

Whereas,

at IPFW the position of Speaker of the Indiana University Faculty most closely resembles the above offices;

Resolved, That the Bylaws of the Senate be amended as follows (deletions overstruck, additions emboldened).

- 5.3.1.1 . . . The Indiana University Committee on Institutional Affairs shall also be responsible for overseeing the election of the ~~University Faculty Council~~ representative(s) **who shall serve, along with the Speaker of the Indiana University Faculty, on the University Faculty Council.**

Approving

B. Bulmahn
S. Hollander
J. Silver
W. Walker

Opposed

Abstaining

Absent

**Indiana University
Purdue University
Fort Wayne**

To: Fort Wayne Senate
From: Rules Committee
Date: March 24, 1993
Subject: Amendment to FWSD 76-10, Purdue University at Fort Wayne Faculty Grievance Policy

Whereas, The Bylaws of the [Fort Wayne] Senate state:

5.3.2.1.1 *Membership*. The [Faculty Grievance] Board shall be composed of twelve members of the Voting Faculty of Purdue University at Fort Wayne, nominated and elected by that Faculty. . . .

and

Whereas, Purdue University Executive Memorandum B-16—Grievance Procedures for Academic Personnel, as amended, states:

Section III: . . . On each regional campus the faculty of that campus shall prescribe the number of committee members and alternates and the method by which they shall be chosen. . . .

Resolved, That Fort Wayne Senate Document SD 76-10—Purdue University at Fort Wayne Grievance Procedure be amended as follows (deletions overstruck, additions emboldened).

Composition

The Faculty Grievance Board shall be composed of twelve (12) regular members, who shall **be members of the Voting Faculty of Purdue University at Fort Wayne and who shall** be nominated for and elected to the Faculty Grievance Board by the ~~general University faculty (including full and part-time members, lecturers, graduate assistants, and graduate instructors)~~ **Voting Faculty of Purdue University at Fort Wayne**. . . .

<u>Approving</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Absent</u>
B. Bulmahn	W. Walker		
S. Hollander			
J. Silver			

**Indiana University
Purdue University
Fort Wayne**

To: Fort Wayne Senate
From: Faculty Affairs Committee and Rules Committee
Date: March 24, 1993
Subject: Amendment to the Bylaws of the [Fort Wayne] Senate: Membership on the Professional Development Subcommittee

Whereas, The Professional Development Subcommittee considers requests for sabbatical leaves and summer research grants; and

Whereas, Some members of the Subcommittee may be making those requests on their own behalf, resulting in a potential conflict of interest;

Resolved, That the following amendments to the Bylaws of the Fort Wayne Senate be adopted (additions emboldened).

5.3.2.1. Professional Development Subcommittee. This Subcommittee shall consist of the Chief Academic Officer of IPFW, nonvoting, and seven members of the Faculty elected at large by the Voting Faculty subject to the restriction that no more than three shall come from the same School. The Subcommittee will oversee and recommend policies and procedures relating to the professional development of the Faculty, including summer research grants and the like, teaching awards, international travel grants, and sabbatical leaves. Members shall serve two-year terms.

5.3.2.1.1 Members of the Subcommittee who have submitted sabbatical leave requests shall excuse themselves from the committee's discussion of and shall not have a vote on their request.

5.3.1.1.2 Members of the Subcommittee shall be ineligible to submit a summer research grant proposal during their term on the Subcommittee.

For the Faculty Affairs Committee

<u>Approving</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Absent</u>
J. Clausen			R. Pacer
R. Jeske			J. Silver
F. Kirchhoff			
D. McCants			
J. Scherz			

For the Rules Committee

<u>Approving</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Absent</u>
B. Bulmahn			
S. Hollander			
J. Silver			
W. Walker			

A Senate Question for Larry Griffin

Rumor has it that significant changes in the organization and services of the Helmke Library are planned for next year. Is this true? If so, what changes are contemplated and will they be reviewed by the faculty prior to implementation.

Frederick Kirchhoff

MEMORANDUM

TO: The Senate

FROM: School of Fine and Performing Arts Faculty Affairs Committee:
Joyanne Outland, Chair

DATE: March 2, 1993

SUBJ: Proposed revisions to SFPA Promotion and Tenure Policies and Procedures,
SFPA Document 89-3

Abe Bassett, Dean of Fine and Performing Arts, presided at a meeting of the School faculty held March 1, 1993, in which the revised version of the document (attached) was approved by the SFPA voting faculty.

Pending approval by the Fort Wayne Senate, the revisions will be effective immediately.

THE SCHOOL OF FINE AND PERFORMING ARTS
PROMOTION AND TENURE POLICIES AND PROCEDURES

Preamble

FWSO 88-13 (Amended 12/12/1988 and Amended and Approved 1/16-1/23/1989) charges each school/division faculty (1) to approve department/program promotion and tenure committee composition and functions (Section 1.1) and (2) to establish, with approval by the Senate, school/division promotion and tenure committee composition and functions (Section 1.3). This document is submitted to the Senate pursuant to FWSO 88-13, its provisions are subordinate to it, and revisions to it require Senate review.

I. CRITERIA FOR PROMOTION

The general bases for promotion in the School of Fine and Performing Arts are: teaching; creative endeavors or scholarship or research; and service to the candidate's discipline and department, the School of Fine and Performing Arts, the university, and/or the community. A faculty member is expected to ~~achieve levels of competence or excellence be competent in each category and should excel in either teaching, or creative endeavors/scholarship/research,~~ in each area as appropriate to rank proposed and in accordance with campus guidelines. The area of excellence will be that indicated as first in the bases for nomination on the cover sheet of each case.

A. Teaching -

1. A faculty member who excels in teaching is a person who is a scholar who guides and inspires students. Such a faculty member keeps informed about new developments in his or her area of expertise and strives continually to broaden and deepen his or her knowledge and understanding.

An outstanding teacher continually contributes to improving methods of teaching his or her subject matter. Indicators of excellence in teaching could include scholarly relationships with students, creativity in the classroom, opportunities provided students for independent study, results of standardized classroom achievement tests, or pre-course -- post-course assessment. Other important contributions to excellence in teaching may include curriculum development, development or use of instructional technology, teaching of various sizes and levels of classes, graduate program involvement, thesis direction, independent project direction, or influence as a teacher that extends beyond

the local area, usually through publications, lectures, workshops, and other appropriate activities.

2. The evaluation of teaching shall include written evaluations by the chairperson and **other forms of documentation, such as** course evaluations, **and-may-also include** exit interviews, alumni evaluation, peer evaluation, **record of student accomplishments,** outside professional evaluation, and **unsolicited communications.**

B. Research, Scholarship, and/or Creative Endeavor

1. A faculty member who excels in this category is first of all creative. Distinguished creative work appropriate to the area of specialization is carried out and the results are disseminated by exhibition, performance, publication or other appropriate methods.
2. Specific arrangements should be made **according to campus and department guidelines** for external evaluation of representative creative work, published materials, performance, lectures, works of art, or creative writing. **Level of competence or excellence for each case will be indicated in accordance with department and campus guidelines.**
3. Other evidence may be included, such as peer evaluation of creative endeavor or written public response to creative endeavor.

C. Service

1. To establish competence in service, a faculty member should have participated in **appropriate activities-in student-advising-and-recruitment** and necessary committee work of the department, the School of Fine and Performing Arts, and the university **in accordance with department and campus guidelines.**
2. A faculty member **in-this-category** may excel in institutional service or professional service. Excellence may be achieved by the display of leadership in academic and other university affairs. A significant contribution may be made as an officer of a professional, technical, or scholarly society at the state, regional, or national level.

II. CRITERIA FOR TENURE

Tenure is often linked to promotion to associate professor. In many careers the duration of the probationary period and the time needed to build a record in teaching, research, and service meriting promotion to associate professor are equivalent, and the

university can address the separate decisions simultaneously. The university grants tenure and promotion to associate professor in the same year when a candidate meets the criteria established for both. Whenever these decisions are made in different years, however, a recommendation to award tenure is based upon evidence of:

- A. A record of significant achievement in teaching, research, and service;
- B. The likelihood of promotion to higher rank in the near future; and,
- C. The importance of the individual's contribution to the university.

III. PROCEDURES

A. Nominations

Each faculty member must be considered for tenure not later than during the penultimate year of the contractual probationary period.

1. Development of the Case

Each candidate must prepare a case document for Promotion or Tenure in accordance with Vice-Chancellor's Promotion and Tenure Case Format, No. 89-2, or subsequent revision.

2. Submission of the Case

All cases for promotion and tenure shall be forwarded to the Primary Committee of the candidate's department by the stipulated date.

B. Committees

There shall be two faculty advisory committees to evaluate the promotion and tenure cases and make recommendations thereon. These two committees shall be designated as the Primary Committee and the School Committee.

It is in the best interests of the university and the faculty that full and frank discussion occur during the deliberations of promotion and tenure committees. Therefore, the confidentiality of remarks made at such meetings should be carefully preserved.

1. Functions of the Committees

a. Primary Committee

The Primary Committee shall evaluate all cases for promotion and tenure at the department level.

b. School Committee

The School Committee shall evaluate all cases for promotion and tenure at the school level.

2. Composition of Committees

a. Primary Committee

The Primary Committee is a departmental committee. Each department shall establish its own Primary Committee, consistent with Senate document 88-13, ~~and subject to the following conditions:--If, by established departmental criteria, fewer than three persons are eligible to serve on the Primary Committee, the Dean of Fine and Performing Arts, in consultation with the department, shall appoint faculty members from other departments to bring the committee membership to a total of at least three and at most five.--The committee shall be convened by the department chairperson.--The presence of the department chair shall be determined according to department policy.--If present, the department chairperson shall serve without vote.--When the committee is considering the department chairperson's candidacy for tenure or promotion, the Dean of the School of Fine and Performing Arts shall serve as convener of the committee (without vote).~~ All full-time, tenure-track members of the department should be consulted about each case for promotion and tenure.

b. School Committee

The members of the School Committee shall be elected by the voting faculty of the School of Fine and Performing Arts according to procedures established by that faculty as articulated in SFGA "Governance Document," 93-1 documents-89-1, "Committee Structure," and 89-27, "Election Policies and Procedures." At least one-half of the membership of the School Committee shall consist of faculty without administrative appointment. The committee shall be chaired by ~~elect a chair from the voting faculty members.~~ The

Dean of the School of Fine and Performing Arts (who shall serve ex-officio, without vote,) except when the committee is considering that person's candidacy for tenure or promotion. ~~;-in-which-case the-Vice-Chancellor-for-Academic-Affairs-(who-shall serve-without-vote)-shall-serve-as-chair-of-the committee-~~ Department chairs may not serve in the years when cases from their respective departments are being presented, except in such case as the eligible voting members in that department be too few, in which case the chair could serve at the specific request of the department.

c. Campus Committee

The Faculty Affairs committee shall conduct a faculty election for two nominees to serve on the campus committee. The slate of candidates will be selected from among tenured faculty of the school. The names of two nominees will be forwarded to the chief administrative officer by the chair of the Faculty Affairs committee.

3. Operation of Committees

a. Primary Committee

The Primary Committee shall conduct an open written ballot on each promotion case and on each tenure case. A simple majority of the ballots cast shall constitute a positive recommendation by the committee. The committee chair shall record the result of the balloting and append it to the case. The department chairperson shall recommend or not recommend the candidate. Within five instructional days of the vote, and before the case is forwarded to the School Committee, the department chairperson shall advise the nominee in writing of the outcome of the balloting and of the chairperson's recommendation. The only cases which may not be withdrawn at this time are tenure cases in the penultimate year. The remaining cases shall be forwarded to the School Committee.

b. School Committee

The School Committee shall conduct an open written ballot on each promotion case and on each tenure case. A simple majority of the ballots cast shall constitute a positive recommendation by the committee. The chair of the committee shall record the results of the balloting and the recommendation and append them to the case. A written summary supporting the vote shall be drafted and approved by the voting members of the committee. Within 4

working days after the close of the committee business, the recommendations and summary of the committee must be forwarded to the nominee, the department chair, the department committee chair, and with the case to the Dean. The chair shall then recommend or not recommend the nominee and attach his or her written evaluation to the case. Within five instructional days of the vote,

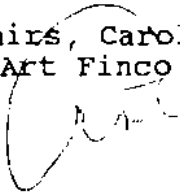
Within 4 working days of receipt of the case and before the case is forwarded to the appropriate campus committee, the chair shall advise the nominee in writing of the outcome of the balloting and of the chairperson's recommendation. The Dean shall forward a written recommendation and summary to the nominee, the department chair, and the department committee chair. The only cases which may not be withdrawn at this time are tenure cases in the penultimate year. The remaining promotion and tenure cases shall be forwarded to the appropriate campus committee.

To: Fort Wayne Senate

From: The PU Committee on Institutional Affairs, Carol Lawton,
Al Pugh, Nancy Kelley, Wayne Unsell, Art Finco (Chair)

Date: March 23, 1993

Subject: Purdue Faculty Grievance Board



There 109 valid ballots. Using the Single Transferable Balloting Program written by Bill Frederick, Presiding Officer of the Senate, the following six people have been elected to the PU Faculty Grievance Board:

Lenore DeFonso
Harold Broberg
Roberta Tierney
Shree Dhawale
David Fairchild
David Young

1993-1995 BUDGET RECOMMENDATIONS
BUDGETARY AFFAIRS SUBCOMMITTEE

1. There must be raises in both years of the budget.
 2. It is the recommendation that 1% be given in the first year and 4% be given in the second year.
 3. The first priority for use of funds of the I.U. Service Fee rebate must be a 5% increase in S&E (in academic departments this include travel & capital) for both years of the budget.

This must be coupled with a department by department review so that those with adequate S&E's get a minimum of 3% for inflation, and those that are chronically running out of S&E and forced to transfer funds from capital, travel, and phone-a-thon in the Spring months be given up to a 7% increase. Those with adequate would get a total of 6% and those inadequate could get up to 14%.
 4. The professional development summer grant monies should not be reduced from original planned amounts.
 5. Approved new faculty positions should not be reduced.
 6. Should the decrease projected of 1% in enrollment drop be less than this, the extra realized amount should go for salary increases in the 2nd year.
 7. There will be no expansion of non-teaching positions in any of the four main administration areas over the two years of the budget. No new programs will be implemented without additional monies.
 8. Any new administrators hired that will hold academic rank will have a salary based on the following:
 - A. Base salary at 10 month for the appropriate rank they will hold in the given department commensurate with similar faculty in that department.
 - B. Add on to this base for the 12 month period.
 - C. Add on to this for the administrative duties.
 - D. Any increases will be apportioned to these three distinctions.
 - E. Should the administrator in a later year revert to academic position, salary will revert to the Base for 10 months, plus the appropriate increases that have been applied.
 - F. This recommendation will take effect for any new administrators hired to start with the next academic year.
-

9. In year one of the budget the increase will be an across the board distribution to all departments.
10. In year two of the budget merit increases will be considered based on performance for the two year period. The entire 4% will be passed directly to the departments.
11. Over the two year period the four main administrative units will plan to cut total operational expenses at least 10-15% in preparation for the 1995-1997 budget. Any possible early cuts should take place through attrition.
12. The library should receive no new funding except for a 5% increase in S&E for both years taken from the IU Service Fee rebate should this occur.
13. A complete review of the four main administrative areas will be done in order to accurately fix the number of positions needed for the various services. The study committees must include faculty members. This study is to have the goal of facilitating the cut in the four administrative areas noted in item 8.

In addition, an evaluation mechanism should be established for every non-academic department/unit/program.

14. Over the two year period the studies called for in Senate Document 91-19 should be completed and must consider any changes, or expected changes in faculty workloads in future years.

Committee Members:

Robert A. Barrett, Chair
Peter Iadicola
Michael Kaufmann
David Oberstar
Dyne Pfeffenberger
Jack Quinn
Cheryl Sorge

The Senate
Phone: (219) 481-6686
Fax: (219) 481-6985

MEMORANDUM

TO: The Faculty

FROM: Jo Young Switzer, Chair
Senate Agenda Committee

DATE: 26 March 1993

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.

- (A) Academic Appeals Subcommittee (L. Fox)
- (B) Accelerated High School Studies Subcommittee (R. Sedlmeyer - no report received)
- (C) Agenda Committee (J. Switzer)
- (D) Subcommittee on Athletics (D. Oberstar)
- (E) Budgetary Affairs Subcommittee (R. Barrett)
- (F) Calendar Subcommittee (D. Cannon)
- (G) Computer Users Advisory Subcommittee (B. Abbott)
- (H) Continuing Education Advisory Subcommittee (M. Miller - no report received)
- (I) Curriculum Review Subcommittee (S. Hockemeyer)
- (J) Developmental Studies Subcommittee (D. Zook)
- (K) Educational Policy Committee (B. Bulmahn)
- (L) Faculty Affairs Committee (R. Jeske)
- (M) Graduate Subcommittee (R. Haritun)
- (N) Honors Program Council (J. Violette)
- (O) Indiana University Committee on Institutional Affairs (S. Hollander)
- (P) International Studies Program Advisory Subcommittee (C. Seiler)
- (Q) Lecture Series Subcommittee (G. Blumenshine)
- (R) Nominations and Elections Committee (D. Legg)
- (S) Professional Development Subcommittee (D. Thuente)
- (T) Purdue University Committee on Institutional Affairs (A. Finco)
- (U) Rules Committee (S. Hollander)
- (V) Student Affairs Committee (J. Scherz)
- (W) University Resources Policy Committee (S. Argast)
- (X) NCAA Faculty Representative (R. Barrett)

Contact Senate secretary for rest of document pages.

The Senate
Phone: (219) 481-6686
Fax: (219) 481-6985

MEMORANDUM

TO: Senators

FROM: Barbara Blauvelt
Secretary of the Faculty

DATE: 22 March 1993

SUBJ: Senate Membership, 1993-94

Officers

Presiding Officer: Frederick Kirchhoff
Parliamentarian: TBA
Sergeant-at-Arms: TBA

Senators

Ex-Officio Members

Steven C. Beering
Frank L. Borelli
Walter J. Branson
Thomas Ehrlich
Joanne B. Lantz
David A. McCants

Speakers

Robert A. Barrett, Speaker of the Purdue University Faculty, 1993-95
Steven Hollander, Speaker of the Indiana University Faculty, 1992-94

Departmental and School Members

Scott F. Argast, GEOS, 1992-95
John P. Bell, HIST, 1993-94
Elliott Blumenthal, BIOL, 1991-94
Norman W. Bradley, FINA, 1993-96
John P. Brennan, ENGL, 1991-94
Clark W. Butler, PHIL/AUS, 1993-96
Charles A. Champion, DAE, 1993-96
Joseph M. Chandler, OLS, 1991-94
Jeanette R. Clausen, MFL, 1991-94

Nancy B. Cothorn, EDUC, 1993-96
David J. Cox (ex officio)
M. Ann Dirkes, EDUC, 1991-94
James W. Dunlap (ex officio)
Robert B. Gillespie, BIOL, 1993-96
Jane A. Grant, PEA, 1992-95
Robert W. Hawley, MRT, 1992-95
Craig A. Hill, PSY, 1993-96
Robert C. Kendall, CAET, 1993-96
Lawrence A. Kuzmar, SOCA, 1992-95
Carol A. Lawton, PSY, 1992-95
Max Laudeman, ACCT, 1993-96
David A. Legg, MA, 1992-95
Paul I. Lin, EET, 1991-94
Donald E. Linn, CHM, 1991-94
Maynard Mansfield (ex officio)
Joseph K. Meyers, MUS, 1991-1994
Richard E. Miers, PHYS, 1991-94
Richard A. Pacer, CHM, 1991-94
G. Allen Pugh, MFT, 1991-94
Richard N. Ramsey, ENGL, 1991-94
Ali Rassuli, ECFN, 1991-94
Steven T. Sarratore, THTR, 1992-95
Lynn M. Schlager, ENGR, 1993-96
Susan D. Skekloff, LIB, 1991-94
Julius J. Smulkstys, POLS, 1991-94
Ramaier Sriram, MNMK, 1993-96
Carol S. Sternberger, NURS, 1992-95
Jo Young Switzer, COM, 1991-94
Wen-hui Tsai, SOCA, 1992-94
William E. Utesch, EDUC, 1993-96
Evelyn R. Waters, CFS, 1992-95
Curt M. White, CS, 1993-96
Linda S. Wootton, ENGL, 1992-95
Yvonne M. Zubovic, MA, 1992-95

At-Large

Arts and Sciences

Barbara J. Bulmahn, 1992-94
Lenore E. DeFonso, 1993-95
Michael C. Downs, 1993-96

Health Sciences

Linda L. Meyer, 1991-94

Engineering and Technology


Nashwan T. Younis, 1993-96

INDIANA UNIVERSITY
PURDUE UNIVERSITY
FORT WAYNE

The Senate
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MEMORANDUM

TO: Indiana University Faculty

FROM: Steve Hollander, Chair 
IU Committee on Institutional Affairs

DATE: 26 March 1993

SUBJ: University Faculty Council Election

Michael Downs and Frederick Kirchhoff have been elected to the Indiana University University Faculty Council. They will join the Speaker of the IU Faculty as representatives to the Council for the 1993-1994 academic year.

bb

c: William Frederick, Presiding Officer of the Senate
Joanne Lantz, Chancellor
Ellen Pettay, Secretary
University Faculty Council Office