

Minutes of the
Second Regular Meeting of the Thirty-Second Senate
Indiana University-Purdue University Fort Wayne
October 15, 2012
12:00 P.M., Kettler G46

Agenda

1. Call to order
2. Approval of the minutes of September 10, 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. Special business of the day – Memorial Resolution (Senate Reference No. 12-2) – J. Badia
7. Committee reports requiring action
 - a. Faculty Affairs Committee (Senate Document SD 12-3) – M. Dixon
 - b. Educational Policy Committee (Senate Document SD 12-4) – A. Argast
 - c. Educational Policy Committee (Senate Document SD 12-5) – A. Argast
 - d. Executive Committee (Senate Document SD 12-6) – K. Pollock
8.
 - a. Question Time (Senate Reference No. 12-3)
 - b. Question Time (Senate Reference No. 12-4)
9. New business
10. Committee reports “for information only”
11. The general good and welfare of the University
12. Adjournment*

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

Presiding Officer: A. Downs
Parliamentarian: J. Malanson
Sergeant-at-Arms: G. Steffen
Interim Secretary: M. Morgan

Attachments:

- “Faculty Workload Document” (SD 12-3)
- “Academic Calendar Formula” (SD 12-4)
- “Academic Calendar Formula” (SD 11-18, as amended)
- “Academic Calendar for 2015-2016” (SD 12-5)
- “Approval of replacement member of the Honors Program Council” (SD 12-6)

Senate Members Present:

A. Argast, S. Ashur, J. Badia, S. Batagiannis, W. Branson, V. Carwein, J. Casazza, C. Crosby, M. Dixson, P. Dragnev, C. Drummond, C. Duncan, C. Erickson, T. Grove, R. Hile, D. Huffman, P. Iadicola, D. Kaiser, G. Karaatli, M. Kim, B. Kingsbury, D. Lindquist, M. Lipman, A. Livschiz, G. McClellan, A. Merz, D. Momoh, A. Montenegro, M. Montesino, M. Nusbaumer, H. Odden, K. Otani, K. Pollock, L. Roberts, S. Sarratore, S. Savage, A. Schwab, J. Taylor, H. Tescarollo, B. Valliere, M. Wolf, K. Zepeda, Y. Zubovic

Senate Members Absent:

T. Adkins, M. Alhassan, S. Berry, C. Chauhan, A. Eroglu, C. Ganz, C. Gurgur (excused), Z. Isik-Ercan, L. Kuznar, D. Liu, J. Niser, R. Pablo, S. Stevenson, M. Yen, R. Yoder

Faculty Members Present: J. Burg, M. Coussement, S. Davis, J. Khamalah, J. Neuman, A. Obergfell

Visitors Present: R. Kostrubanic, P. McLaughlin, R. Wilkinson

Acta

1. Call to order: A. Downs called the meeting to order at 12:00 p.m.
2. Approval of the minutes of September 10, 2012: The minutes were approved as distributed.
3. Acceptance of the agenda:

K. Pollock moved to approve the agenda as distributed.

The agenda was approved as distributed.

4. Reports of the Speakers of the Faculties:

a. Purdue University:

P. Dragnev: On October 5 the Intercampus Faculty Council (IFC) met at the Purdue North Central campus and we got some information from the chair, Marty Levy, on the White Paper draft. He is soliciting input from Audeen Fentiman on how what kind of role, if any, the IFC will play. At the same time there was also discussion. Bob Barrett and I brought up that, if IFC plays some important role, we need to hear also from Indiana University faculty from this campus. So, we decided that we would ask Mike Nusbuamer, the Indiana University Speaker, who has accepted, to be present.

A. Downs: Peter, just to clarify, what is the White Paper?

P. Dragnev: The White Paper is an evolving document pretty much drafted by Audeen Fentiman a presidential fellow at West Lafayette who works at the regional campuses, and

she has discussed it with the vice chancellors on the regional campuses. There is not much faculty input, of course, on all of our campuses. There has been a good history here of sharing the drafts with the faculty leadership, and Steve Sarratore has done that as had Bill McKinney and Chancellor Wartell before. So, eventually, the idea is to have senates bring their input into the Purdue system and what it should look like.

The Board of Trustees meeting is October 12, this Friday. Our Chancellor, Vicky Carwein, was introduced to the Board. I, myself, made a short two-minute presentation on research and engagement on our campus. There was the report from the chair of the University Senate of West Lafayette. It contained an interesting statistic: over 11 years the administration on West Lafayette has increased by 62% while faculty increased by 8%. They have about the same enrollment.

b. Indiana University:

M. Nusbaumer: First I would like to thank Chancellor Vicky Carwein for allowing the faculty leadership enough time to hold an election of faculty representatives for the VCAA search committee. That is a much more democratic process, and I appreciate the opportunity to do it.

Second, last week was an executive retreat. It was an acknowledged executive retreat that, despite numerous efforts, the university has not been able to significantly improve graduation and retention rates. Having been invited to that it allowed the faculty the opportunity to point out the fact that this might be due in part to the fact that we have had a worsening tenure-track faculty-to-student ratio over the past seventeen years.

Last, I would ask you to review the faculty tenure and promotion documents currently being circulated by the Faculty Affairs Committee and present your feedback at the open forum scheduled for the 22nd at noon in this room. I see these documents representing the most significant changes in criteria in the 36 years I have been here as a faculty member, so please pay attention to them.

5. Report of the Presiding Officer – A. Downs:

A. Downs: Marilyn Morgan is here, and she will be the interim Fort Wayne Senate secretary until we have the secretary position filled. We hope to get through that relatively quickly.

Today, at 4:00 p.m. in Kettler 117, there is a faculty forum with Chancellor Carwein so here is your chance to hear more from the Chancellor, if you have not had that opportunity yet.

I want to give feedback on something that Speaker Nusbaumer brought up, and that is about the Faculty Affairs Committee's work on Promotion & Tenure documents. Not only is there a forum on the 22nd at noon in this room provided we do not go into a second meeting. I want to point that out, but you can also provide input via writing by the 15th of November, so please take a look at them; these are important documents. These are not things we should just take a

cursory glance at, we should look at them very seriously. We all get to discuss them at some point, and I would like a lively and productive discussion when we have that.

6. Special business of the day – Memorial Resolution (Senate Reference No. 12-2) – J. Badia:

J. Badia read the memorial resolution for Joan Uebelhoer. A moment of silence was observed.

7. Committee reports requiring action:

a. Faculty Affairs Committee (Senate Document SD 12-3) – M. Dixon:

M. Dixon moved to approve SD 12-3 (Faculty Workload Document).

M. Nusbaumer moved to amend SD 12-3 by the following: remove the second paragraph and shift the first sentence in the first paragraph of this document to read, “A faculty member of professorial ranks is expected to be engaged in the processes of Scholarship, Teaching, or in the case of librarians, Performance of Librarianship duties, and Service.”

A. Downs: Could you read that first sentence again please?

M. Nusbaumer: “A faculty member of the professorial ranks is expected to be engaged in the processes of Scholarship, Teaching or, in the case of librarians, Performance of Librarianship duties, and Service.” Seconded.

Motion to amend passed on a voice vote.

M. Lipman moved to amend SD 12-3 by changing “to” in the first sentence to “of.”
Seconded.

Motion to amend passed on a voice vote.

A. Argast moved to amend SD 12-3 by changing the second sentence to read: “One three-hour course during the summer semester is **compensated at the rate of 10% of the academic year’s salary.** ~~equivalent to one-ninth of the standard academic year load.~~”
Seconded.

Motion to amend failed on a voice vote.

M. Nusbaumer moved to amend SD 12-3 by deleting both the heading “summer workload” and “twelve-month faculty.” Seconded.

Motion to amend passed on a voice vote.

B. Kingsbury moved that the Faculty Affairs Committee be asked to revisit the language on summer workloads. Seconded.

M. Nusbaumer: Point of order. Do we need to pass this document to show this document is going forward?

B. Kingsbury moved to amend SD 12-3 by deleting the section on evaluations. Seconded.

Motion to amend failed by a show of hands.

A motion was made to recommit Senate Document SD 12-3 back to the Faculty Affairs Committee.

Motion to approve passed on a voice vote.

b. Educational Policy Committee (Senate Document SD 12-4) – A. Argast:

A. Argast moved to approve Senate Document SD 12-4 (Academic Calendar Formula).

Motion to approve passed on a voice vote.

c. Educational Policy Committee (Senate Document SD 12-5) – A. Argast:

A. Argast moved to approve Senate Document SD 12-5 (Academic Calendar for 2015-2016).

Motion to approve passed on a voice vote.

d. Executive Committee (Senate Document 12-6) - K. Pollock:

K. Pollock moved to approve Senate Document 12-6 (Approval of replacement member of the Honors Program Council).

Motion passed on a voice vote.

8. Question Time:

a. Question Time (Senate Reference SR No. 12-3) – M. Nusbaumer:

Q: How many tenure track positions were vacated last year and what are the current plans for filling those positions?

S. Sarratore: The answer to the first part of the question is 16. We had four retirements, three of which were switching from the Purdue retirement to the full. We had 11 resignations and one termination. That 16 includes, I might add, both the Dean of the School of Visual and Performing Arts and the Vice Chancellor for Academic Affairs. The plans for filling those are, right now, evolving.

I recently asked, and received from the deans, a list of their priorities in those positions; I am attempting to align those priorities with our budget situation and see where we can go

forward and get authorized to get some replacements for those positions. So I do not yet have an answer, but that is the process.

M. Dixson: We are in the process. Fall schedules are due back at the Registrar at the end of the month; and, as you know, three positions, two of them tenure track, are gone. Will we know within the next week or so, will we have an idea whether we will be able to keep visiting, replace, etc.?

S. Sarratore: I do not think, quite frankly, we will be done in a week, but that does not mean we will not be taking some steps within that time period.

b. Question Time (Senate Reference No. 12-4) - A. Livschiz:

Q: Could we get an update on what is being done about conveying to our state legislature that many of our students are not on a four-year plan due to circumstances beyond our control and often beyond their control? This is due, of course, to the changing of the funding criteria promised by the legislature.

V. Carwein: Let me just start with some comments and then we can turn this over to others.

We have been involved in a multipronged attempt in meetings, some of them one on one, with members of the legislature. Certainly the leadership, the ICHE membership, and we will meet with some more directly.

Steve Sarratore and I were at the Business Advisory Board breakfast last Friday morning, and the executive director for ICHE, Marilyn Moran-Townsend, was there. A couple of her comments were concerning to me as I heard her present for the first time from the perspective of ICHE. She spoke on the four-year and six-year graduation rates, and that really everybody should be able to do that if they really put their minds to it. Steve Sarratore asked the question, "Well, you know we have problems with students, we can't always do that. Our students cannot always do that."

It seems to me we need to develop metrics that make sense for us and then work to communicate that. I think the Purdue administration is receptive to that. They understand that we have students who stop out, come back, and that we have students who work full time. For example, a young man who came to this country did not speak any English, he went to school full time, worked full time, got married, had a baby and still finished in four years. That is wonderful, and there are people who do that. But I would say, in fact, some students could not do that and most students could not do that. So, it seems to me, we have some obligation, some responsibility for developing those metrics that work for us. Six-year graduation rates are based on freshman cohort; they start here and come in. We get transfer students, we get students that come in the first year or two and then that student transfers to another institution, we lose them, so we do not get to count them.

A. Downs: We have nine minutes left or we have to come back.

S. Sarratore: I can do it in nine easily.

S. Sarratore: Your question, Ann, raises an issue about the legislature; it is broader than that, so we will continue to work in many ways in our conversations with legislators and also in our relationship with the Indiana Commission on Higher Education.

We are not going to be able to eliminate the use of four-year or six-year graduation rates, those are pretty well entrenched, but we do need to be able to say significantly that those things are true, but there are ways that our students succeed. We do not have transfer students in those ratings. They do not count our transfer students out. We have even gotten to have a government public relations speaker step in and say positive things that collecting data does not necessarily say what we do. So I think we demonstrated that it is an important and ongoing issue.

Look at what they have done recently to encourage and facilitate transfer, and they worked very hard at doing that; and yet, every time a student transfers they fall out of that first time/full time cohort.

9. New business: There was no new business.
10. Committee reports “for information only”: There were no committee reports.
11. The general good and welfare of the University:

V. Carwein: Peter Dragnev and I were at the Board of Trustees meeting. Peter did a good job of representing research programs and demonstrated to the trustees that it is not true that West Lafayette will not let IPFW do research. We expect to have President-Elect Daniels here on campus, hopefully sometime in November. Apparently he has been spending a lot of time in West Lafayette, so they are trying to schedule at the regional campuses as well. Searches have been launched. The Vice Chancellor for Academic Affairs, Visual and Performing Arts, and the Education searches are underway. I have gotten one e-mail of concern regarding faculty representation on the VCAA search. There were only three faculty who were appointed by all of you, and I know that not every single college is represented on the search, but this will be an open process and there will be ample opportunity for anyone who wants to meet the candidates and talk with them at meetings. And we will look forward to the input, as well, from everyone.

We talked about the business advisory board as well on Friday morning and comments about the ICHE plan which, obviously, we need to work on a bit more.

We did a retreat last Wednesday that was primarily administration. Peter Dragnev, Michael Nusbaumer, and Andy Downs were at the retreat. They are not retiring kinds of people so they were actively engaged in the discussion. I would say there were two top things that came out of the retreat. Number one, the **budgetary process**: as you know we are working to make it more transparent. We are committed to making sure that there are fewer mysteries that people seem to think there are relative to our money, where it is, where it comes from, and how it gets distributed. And so over these next weeks, Walt Branson will be taking the lead; and Steve, too, will be meeting with deans, department chairs, and faculty groups. I know they are already working with the resources and with policy

committees to share information. There were a number of overages this past year that need to be dealt with. Those are being dealt with, and so, as this goes forward, I hope that you will all be able to say that the process is getting better. I would like to use a somewhat similar process with regard to budget development as well.

The other top priority that came out of the retreat was around **retention and the graduation rate**, certainly around retention. We are working with the ICHE folks and IR at the system level to better track our students. It seems to me, if our students leave us to transfer to another university, that should not be viewed as a failure on our part. If they choose to go someplace else, they are still successful in terms of pursuing their degree. I can tell that, when the governor comes to visit us, this is a governor that is very data driven, he does his homework. I can tell you retention rates and graduation rates are already on the radar screen about the regional campuses. There is West Lafayette, Calumet is next, then us, and North Central.

12. The meeting adjourned at 1:17 p.m.

Marilyn Morgan
Interim Secretary of the Faculty

MEMORANDUM

TO: Executive Committee of Fort Wayne Senate

FROM: Marcia Dixson, Chair
Faculty Affairs Committee

DATE: November 6, 2012

SUBJECT: 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.

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.

Senate Document SD 12-4
(Amends SD 11-18)
(Approved, 10/15/2012)

TO: Fort Wayne Senate

FROM: Educational Policy Committee
Anne Argast, Chair

DATE: September 20, 2012

SUBJ: Academic Calendar Formula

DISPOSITION: To the presiding officer for implementation

WHEREAS Senate Document SD 11-18 is a mostly good template for the creation of successive IPFW academic calendars; and

WHEREAS Senate Document SD 11-18 has an ambiguity; and

WHEREAS ambiguities are a bad thing when creating calendars,

BE IT RESOLVED that Senate Document SD 11-18 be amended by striking the phrase ", the 4th Monday in May," in paragraph 2 of the section headed "SUMMER SEMESTER."

IPFW ACADEMIC CALENDAR FORMULA

The academic calendar shall consist of two 16-week regular semesters (including a one-week final examination period), and one 15-week summer semester.

During the Fall and Spring semesters, the standard length of a three-credit-hour course shall be 150 minutes per week for fifteen weeks. The final examination period for courses shall be two hours.

FALL SEMESTER

1. The first day of classes of the fall semester shall be the Monday falling between August 20 and August 26, inclusive.
2. Labor Day shall be a holiday. Classes shall be suspended starting at 4:30 PM on the Friday preceding Labor Day and resume on the Tuesday following Labor Day.
3. There shall be a two-day suspension of regular classes consisting of the *Monday and Tuesday* after the mid-point between the beginning of the semester and Thanksgiving break.
4. Thanksgiving recess shall consist of Thanksgiving Day, *the preceding Wednesday*, and the following Friday and weekend.

SPRING SEMESTER

1. The first day of the spring semester may be the Monday following the end of the regular Fall Semester. Typically, weekday classes of the regular spring semester will begin the Monday falling between January 8 and January 14, inclusive.
2. The period of time between the regular fall and spring semesters will be called "Winter Intersession" for the purposes of communication to the public. All official university holidays during the intersession will be recognized and offices will be closed.
3. Martin Luther King, Jr. Day, the third Monday in January, shall be a holiday. Classes will not meet.
4. There shall be a one-week spring recess after the 8th week of regular weekday classes of the spring semester.
5. Weekend College shall be suspended Easter weekend.

SUMMER SEMESTER

1. The first day of classes of summer semester may be the Monday following the end of the spring semester. Typically, weekday classes will meet in two 6-week summer sessions which will begin following a one-week break at the end of spring semester.
2. Memorial Day (Observed), ~~the 4th Monday in May~~, and Friday evening, Saturday, and Sunday of Memorial Day weekend, shall be a holiday. Classes will not meet.
3. July 4 shall be a holiday. Classes will not meet on July 4 when it falls on a weekday. Classes will not meet on Friday, July 3, when July 4 falls on a Saturday. Classes will not meet on Monday, July 5, when July 4 falls on a Sunday. The Friday evening, Saturday, and Sunday including, or closest to, July 4 shall also be holidays when classes do not meet.

Senate Document SD 11-18
(Amended and Approved, 4/9/2012)
(Amended and Approved, 10/15/2012)

TO: Fort Wayne Senate

FROM: Educational Policy Committee
James Toole, Chair

DATE: March 19, 2012

SUBJ: Academic Calendar Formula

DISPOSITION: To the presiding officer for implementation

WHEREAS Senate Reference No. 00-11, as updated, has served as a good template for the creation of successive IPFW academic calendars; and

WHEREAS the survey recently conducted by the Calendar Subcommittee shows very strong support for all current calendar features, including the 16-week (including a one-week final examination period) length of the fall and spring semesters; the current form of fall break; the current form of Thanksgiving break; a full week for spring break; a break of at least two weeks between the end of the fall semester and the beginning of the spring semester; an end to the semester by the first week of May; a full week for final exams; the two-hour final exam periods; the current 50, 75, and 150 minute per week classes; and two six-week summer sessions; and

WHEREAS the Calendar Subcommittee has expressed unanimous support for maintaining the current calendar formula; therefore,

BE IT RESOLVED that Senate Reference No. 00-11 be made Senate policy.

IPFW ACADEMIC CALENDAR FORMULA

The academic calendar shall consist of two 16-week regular semesters (including a one-week final examination period), and one 15-week summer semester.

During the Fall and Spring semesters, the standard length of a three-credit-hour course shall be 150 minutes per week for fifteen weeks. The final examination period for courses shall be two hours.

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3. Martin Luther King, Jr. Day, the third Monday in January, shall be a holiday. Classes will not meet.
4. There shall be a one-week spring recess after the 8th week of regular weekday classes of the spring semester.
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SUMMER SEMESTER

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2. Memorial Day (Observed) and Friday evening, Saturday, and Sunday of Memorial Day weekend, shall be a holiday. Classes will not meet.
3. July 4 shall be a holiday. Classes will not meet on July 4 when it falls on a weekday. Classes will not meet on Friday, July 3, when July 4 falls on a Saturday. Classes will not meet on Monday, July 5, when July 4 falls on a Sunday. The Friday evening, Saturday, and Sunday including, or closest to, July 4 shall also be holidays when classes do not meet.

Senate Document SD 12-5
(Approved, 10/15/2012)

TO: Fort Wayne Senate

FROM: Educational Policy Committee
Anne Argast, Chair

DATE: Sept. 21, 2012

SUBJ: Academic Calendar for 2015-2016

DISPOSITION: To the presiding officer for implementation

RESOLVED, that the proposed academic calendar for 2015-2016 be adopted.

ACADEMIC CALENDAR FOR 2015-2016

Fall Semester, 2015

Monday	24 August	Classes Begin
Friday	4 September	Classes Suspended at 4:30 p.m. (Labor Day Recess)
Monday	7 September	Labor Day Holiday Observed
Tuesday	8 September	Classes Resume
Mon.-Tues.	12-13 October	Fall Recess
Wednesday	14 October	Classes Resume
Tuesday	24 November	Thanksgiving Recess Begins After Last Class
Monday	30 November	Classes Resume
Mon.-Sun.	14-20 December	Final Exam Week/Last Week of Classes

Winter Inter-session, 2015-2016

Monday	21 December	Classes Begin
Thurs.-Fri.	24-25 December	Classes Suspended (Christmas Holiday)
Monday	28 December	Classes Resume
Thursday	31 December	Classes Suspended (Presidents' Designated Holiday)
Friday	1 January	Classes Suspended (New Year's Day)
Monday	4 January	Classes Resume
Sunday	10 January	Last Day of Classes

Spring Semester, 2016

Monday	11 January	Classes Begin
Monday	18 January	Martin Luther King Jr. Holiday Observed
Mon.-Sun.	7-13 March	Spring Break Recess
Monday	14 March	Classes Resume
Friday	25 March	Weekend Classes Suspended at 4:30 p.m. (Easter Holiday)
Monday	28 March	Classes Resume
Mon.-Sun	2-8 May	Final Exam Week/ Last Week of Classes
Wednesday	11 May	Tentative Date of Commencement

Summer Semester, 2016

Monday	9 May	Summer Semester Begins
Monday	16 May	Summer Session I: Classes Begin
Friday	27 May	Memorial Day Recess Begins at 4:30 p.m.
Monday	30 May	Memorial Day Holiday Observed
Tuesday	31 May	Classes Resume
Friday	24 June	Summer Session I: Classes End at 4:30 p.m.
Monday	27 June	Summer Session II: Classes Begin
Monday	4 July	Independence Day Holiday Observed
Tuesday	5 July	Classes Resume
Friday	5 August	Summer Session II: Classes End at 4:30 p.m.
Sunday	21 August	Summer Semester Ends

MEMORANDUM

TO: Fort Wayne Senate

FROM: Kathy Pollock, Chair
Executive Committee

DATE: September 24, 2012

SUBJ: Approval of replacement member of the Honors Program Council

DISPOSITION: To the Presiding Officer for implementation

WHEREAS, The Bylaws of the Senate provide (5.1.2.) that "... Senate Committees ... shall have the power to fill Committee vacancies for the remainder of an academic year, subject to Senate approval at its next regular meeting"; and

WHEREAS, There is one vacancy on the Honors Program Council; and

WHEREAS, The Honors Program Council has appointed Cheu-jeY Lee as the replacement member for the remainder of the 2012-13 academic year;

BE IT RESOLVED, That the Senate approve this appointment.