

Minutes of the
Sixth Regular Meeting of the Thirty-Third Senate
Indiana University-Purdue University Fort Wayne
February 10, 2014
12:00 P.M., Kettler G46

Agenda
(as amended)

1. Call to order
2. Approval of the minutes of January 13, 2014
3. Acceptance of the agenda – B. Valliere
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. 13-27) – G. Hickey
7. Committee reports requiring action
 - a. Faculty Affairs Committee (Senate Document SD 13-16) – J. Badia
 - b. Honors Program Council (Senate Document SD 13-17) – S. LaVere
 - c. Honors Program Council (Senate Document SD 13-18) – S. LaVere
 - d. Educational Policy Committee (Senate Document SD 13-19) – Y. Zubovic
 - e. Executive Committee (Senate Document SD 13-20) – B. Valliere
8. Question Time
 - a. (Senate Reference No. 13-25) – M. Nusbaumer
9. New Business
 - a. (Senate Document SD 13-21) – P. Iadicola
10. Committee reports “for information only”
 - a. Educational Policy Committee (Senate Reference No. 13-26) – Y. Zubovic
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
Secretary: S. Mettert

ATTACHMENTS ON BACK

Attachment:

- “Senate Document SD 91-20 (Amended & Approved, 4/13/1992) (Amended, 4/10/1995) (Amended & Approved, 4/15/2013)” (SD 13-16)
- “Extension of the Probationary Period for Justifiable Cause” (SD 91-20)
- “Amendment to the Bylaws of the Fort Wayne Senate: Honors Program Council” (SD 13-17)
- “Bylaws of the Senate, Section 5.3.3.5” (SD 81-10, Section 5.3.3.5)
- “Approval of replacement members of the Honors Program Council” (SD 13-18)
- “Academic Calendar for 2016-2017” (SD 13-19)
- “Amendment to the Bylaws of the Fort Wayne Senate: Continuing Lecturers as Senate Affiliates” (SD 13-20)
- “Resolution to Establish IPFW Senate Right of Advisement in the development of the University Strategic Plan” (SD 13-21)
- “Accounting of where increase occurs” (Attachment A)

Session I
(February 10)

Senate Members Present:

T. Adkins, M. Alhassan, J. Anderson, S. Ashur, J. Badia, S. Batagiannis, E. Blakemore, S. Carr, V. Carwein, J. Casazza, B. Dattilo, S. Davis, H. Di, P. Dragnev, C. Drummond, C. Duncan, C. Erickson, A. Eroglu, T. Grove, C. Gurgur, G. Hickey, R. Hile, P. Iadicola, L. Johnson, M. Jordan, D. Kaiser, G. Karaatli, M. Lipman, D. Liu, A. Livschiz, G. McClellan, J. Niser, M. Nusbaumer, R. Rayburn, H. Samavati, S. Savage, A. Schwab, S. Stevenson, R. Sutter, H. Tescarollo, B. Valliere, L. Vartanian, M. Brown-Vega, N. Virtue, M. Wolf, M. Yen, Y. Zubovic

Senate Members Absent:

C. Chauhan, C. Crosby, C. Ganz, D. Momoh, M. Montesino, R. Pablo, H. Sun

Faculty Members Present:

J. Burg, K. Christmon, K. Creager, J. Leatherman, A. Obergfell, C. Ortsey, S. Sarratore, C. Sternberger, L. Wark

Visitors Present:

J. Crothers, P. McLaughlin

Acta

1. Call to order: A. Downs called the meeting to order at 12:00 p.m.
2. Approval of the minutes of January 13, 2014: The minutes were approved as distributed.

3. Acceptance of the agenda:

B. Valliere moved to amend the agenda as follows: Change item number 6 to “Special business of the day –Memorial Resolution.

Motion to approve amendment to the agenda passed on a voice vote.

The agenda was approved as amended.

4. Reports of the Speakers of the Faculties:

a. Purdue University:

P. Dragnev: First I want to thank all the faculty and administrators that came to the assembly. It was a very constructive meeting, and I hope with the feedback we can incorporate it as we move forward. Secondly, there will be an Intercampus Faculty Council (IFC) meeting on Wednesday.

b. Indiana University:

M. Nusbaumer: Despite the lack of any visions on campus, we are faced with two competing futures for IPFW.

1. Based upon the fundamental mission of IPFW to serve the broadly defined higher education needs of Northeast Indiana.

- Focus on both occupational training and wider development of an educated citizenry through offering as wide of range of academic offerings as possible.
- Reflected in efforts to establish us as a comprehensive, multi-system or metropolitan university is primarily supported by IPFW faculty.

2. Based upon service to the region solely in terms of regional corporate needs for trained employees

- Focus only on occupational training for regional needs, with little concern for broader educational goals
- Reflected more in an Ivy Tech orientation to higher education
- Model primarily supported by local corporations, administrators both here are in WL and politicians in state government.

3. The ultimate model we adopt at this point will set IPFW’s future, especially for the IU faculty and programs on this campus.

- Indeed, given most IU programs and faculty are located in the areas of social science, humanities, fine arts and education, the second model has more grace implications for IU’s presence on this campus.

4. At a minimum, meaningful faculty input into the development of a vision for this campus is essential for the future success of IPFW.

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

A. Downs: We have speaking privileges today for Patrick McLaughlin and Ken Christmon. Also Chancellor Carwein needs to introduce someone. It is my pleasure to introduce our new Vice Chancellor

V. Carwein: It is my pleasure to introduce our new Vice Chancellor of Advancement, Wendy Kobler. Wendy comes to us from Alabama where she was Vice President of Marketing and Communications. She comes from a very strong background of fundraising and the advancement model. She hit the ground running and this is her second week with us. Welcome.

6. Special business of the day: Memorial Resolution (Senate Reference No. 13-27) – G. Hickey:

G. Hickey read the memorial resolution for Kenneth L. Keller. A moment of silence was observed.

7. Committee reports requiring action:

a. Faculty Affairs Committee (Senate Document 13-16) – J. Badia:

J. Badia moved to approve Senate Document SD 13-16 (Senate Document SD 91-20 (Amended & Approved, 4/13/1992) (Amended, 4/10/1995) (Amended & Approved, 4/15/2013).

L. Vartanian moved to amend under guidelines number 1 by deleting for justifiable conditions. Seconded.

Motion to approve amendment passed by a voice vote.

J. Niser moved to amend under guidelines number 5 to now read for the birth, adoption of a child, **death of a child, or death of a significant other**. Seconded.

Motion to approve amendment passed by a hand count.

S. Davis moved to amend the amendment to change significant other to spouse or partner. Seconded.

A. Schwab moved to amend the amendment to change the language to spouse or domestic partner. Seconded.

Motion to approve amendment passed by a voice vote.

Motion to approve SD 13-16, as amended, passed by a voice vote.

b. Honors Program Council (Senate Document 13-17) – S. LaVere:

S. LaVere moved to approve Senate Document SD 13-17 (Amendment to the Bylaws of the Fort Wayne Senate: Honors Program Council).

Motion to approve passed on a voice vote.

c. Honors Program Council (Senate Document 13-18) – S. LaVere:

S. LaVere moved to approve Senate Document SD 13-18 (Approval of replacement member of the Honors Program Council).

Motion to approve passed on a voice vote.

d. Educational Policy Committee (Senate Document 13-19) – Y. Zubovic:

Y. Zubovic moved to approve Senate Document SD 13-19 (Academic Calendar for 2016-2017).

Motion to approve passed on a voice vote.

e. Executive Committee (Senate Document 13-20) – B. Valliere:

B. Valliere moved to approve Senate Document SD 13-20 (Amendment to the Bylaws of the Fort Wayne Senate: Continuing Lecturers as Senate Affiliates).

Senate Document SD 13-20 was recommitted to the Executive Committee.

8. Question Time:

a. (Senate Reference No. 13-25) – M. Nusbaumer:

Q: Despite the faculty leadership repeatedly requesting delineation and explanation for the unparalleled growth in administrative positions reflected in Senate Reference No. 11-29, we have not received any systematic response. Further, as academic programs appear in jeopardy as a result of current budget-cutting efforts, there has been no apparent effort by the administration to analyze the contributions of this administrative growth to the recruitment, retention and graduation of students. Could you please provide the Senate with an accounting of just where these increases occurred and their impact on recruitment, retention and graduation efforts?

Michael Nusbaumer

Department of Sociology

S. Davis presented three slides (See Attachment A).

M. Lipman: I think the important part of the question is where the incidents have occurred, and where is the impact of the current retention and graduation. I think the focus of the question was to ask how those are having impacted on remission.

S. Davis: I do not know how you can take the Bursar office after the ice storm. They worked three days, and only got all the A's sent out.

M. Lipman: What am I asking for you to say is that it is not easy to answer a question like that. That is what I am aiming at.

J. Badia: I want to pick up on the second part of the question, the impact. Increasingly those costs in academic programs and departments are told they need to develop some metrics, by which we measure the impact we are having. I think that is a good exercise for everyone to do, because then we may have something to measure by.

S. Davis: We do have a measurement in Physical Plant. We have \$50,000 more feet we are responsible for. We know how much we pay per foot.

J. Casazza: The other part of the question seems to be systematic growth and unparalleled growth of administrative positions vs faculty lines. Looking back at the original charts from the first column to the last column of administrative it looked like administration positions doubled, and faculty lines went up 20. At the time of the first column I am sure there was a Controller and a Bursar so those positions were already in existence. I think the positions Mike is talking about is the growth of the administration positions.

S. Davis: I will speak to the growth of the positions. Some of it has been switched from faculty service responsibility to the administration. We have two types of administration here, academic administration and support administration.

N. Virtue: At the assembly the other day I was not able to stay for the metrics part. I think we need to discuss academic affairs vs the other units of the university. There seems to be this assumption that numbers say everything, but looking at other units numbers are very subject to interpretation. This strikes me as a valid point. Numbers needs interpretation and contextualizing. When you look at the metrics the majority of the metrics is very numbers focused. This is my concern we are being held to a different standard than the administration are willing to put yourselves in.

S. Davis: I sat there the other day and listened and could tell that academics has a problem. Every time I heard someone come up with a different metrics I could almost tell what kind of program.

P. Dragnev: Had that excel spreadsheet you just showed us been available we would have gotten over this then, not now. We will investigate, because numbers do matter and we will interpret them.

M. Nusbaumer: First, I think it is very important that we continue this, because there is a piece of new business that the Senate needs to address.

Second, a minor point, but as we just had a discussion about continuing lecturers I am again troubled by the administration wrapping in continuing lecturers to instructional faculty. Understand the issue about the document that was about the lack of growth of tenure-track faculty. I am real tired of the a lack of accountability from administration on explaining the bloat that seems to be a greater bloat in administrators than in clerical staff, tenure-track faculty, continuing lecturers, or in any other single category on this campus. Administration says ok we need to go to the metrics, but before you go to the metrics you need to ask the question are you going to be held accountable. Purpose the metrics, we will accept those. What I am looking for is accountability. Academic programs are held to program reviews and accountability as units. I do not see that happening with the administration.

On November 24 when we made recommendations about budget cuts was to begin to hold administrative units accountable. Whether it is administration within academic arena or outside the area does not matter to me. To stand up there and tell me we need to find it and then address it is a failure of accountability on the part of the administration.

S. Davis: To assume there is rope is fine, but even if there is rope, where is it?

M. Nusbaumer: I am looking for accountability. You have added administrative positions. Where are they? What are they doing? Is that that difficult to find?

A. Schwab: Many times it has been said that the metrics are going from a bottom up story and the academic units are going to be producing the metrics. At the end of the day I do not think my department (Philosophy) is going to be able to write their own check. That department will be told what its resources are and that is coming from the dean who is telling the Philosophy Department what their resources are according to metrics that apply to the college. The dean is going to get his budget from upper administration, and they are going to have to use metrics to determine how to distribute the available resources across the various programs. The idea that the metrics is entirely bottom up does not work. What are the metrics that are being developed to hold the administration accountable?

J. Niser: I think it was last year that George said the biggest danger we are going to face is we are going to get to a them and us situation. I think that is exactly what is happening right now, and it is not about metrics in my view. It is about trust and confidence, and that trust is about to be broken. I think it is everyone's responsibility to keep that trust or we are going to go through really hard times, and we are going to go into that with a them and us situation.

The meeting recessed at 1:15 until noon, Monday February 17, 2014.

Session II
(February 17)

Senate Members Present:

T. Adkins, S. Ashur, J. Badia, S. Batagiannis, E. Blakemore, S. Carr, V. Carwein, J. Casazza, B. Dattilo, S. Davis, P. Dragnev, C. Drummond, C. Duncan, C. Erickson, A. Eroglu, T. Grove, C. Gurgur, G. Hickey, R. Hile, P. Iadicola, L. Johnson, M. Jordan, D. Kaiser, G. Karaatli, b. Kingsbury, M. Lipman, D. Liu, A. Livschiz, D. Momoh, M. Nusbaumer, R. Rayburn, H. Samavati, S. Savage, A. Schwab, S. Stevenson, R. Sutter, H. Sun, H. Tescarollo, B. Valliere, L. Vartanian, M. Brown-Vega, N. Virtue, M. Wolf, M. Yen, Y. Zubovic

Senate Members Absent:

M. Alhassan, C. Crosby, H. Di, C. Ganz, G. Karaatli, D. Liu, G. McClellan, M. Montesino, J. Niser, R. Pablo

Faculty Members Present:

J. Burg, K. Christmon, K. Creager, J. Leatherman, L. Wark

Visitors Present:

P. McLaughlin

Acta

A. Downs reconvened the meeting at 12:01 p.m. on February 17, 2014

M. Nusbaumer: Just to show that I have tried to be fair. I did want to note that Stan has instructed his areas to develop criteria for the performance of their units, and I appreciate you doing that.

S. Davis: It will not be tied to retention but it will be tied to performance

9. New business:

a. (Senate Document SD 13-21) – P. Iadicola:

P. Iadicola moved to approve SD 13-21 (Resolution to Establish IPFW Senate Right of Advisement in the development of the University Strategic Plan). Seconded.

S. Davis moved to amended SD 13-21 under the second whereas to delete faculty and change to **shared** governance. Seconded.

Motion to approve amendment passed by a voice vote.

Schwab moved to amend by inserting a sentence after furthermore, this committee...for the review of drafts. **A draft of the new strategic plan should be submitted to the committee with adequate time for review before being submitted to the Senate.**
Seconded.

Motion to approve amendment passed by a voice.

G. Hickey moved to amend under BE IT RESOLVED by inserting a sentence at the end of the paragraph to read, **The committee chair shall be selected from the seven senators representing the academic units.** Seconded.

Motion to approve amendment passed by a voice vote.

D. Kaiser moved to amend the first line under BE IT RESOLVED, that an ad hoc committee...be formed including senators **elected by the senate** with representation...of the strategic plan. Seconded.

Motion to approve amendment passed by a voice vote.

A. Livschiz moved to amend by adding onto the last sentence the administration will report...implementation of the plan, **and this will start in the 2014-2015 academic year.**
Seconded.

Motion to approve amendment passed by a hand count.

Motion to approve SD 13-21, as amended, passed by a voice vote.

10. Committee reports “for information only”:

a. Graduate Subcommittee (Senate Reference No. 13-26) – Y. Zubovic:

Senate Reference No. 13-26 (Degree Map and Free Course Guarantee Policy) was presented for information only.

11. The general good and welfare of the University:

K. Christmon: I would like to thank everyone in this room for all that you do, and helping our students to learn and graduate. There is a big event coming up on March 29. I have information so I do not take a lot of your time. We are just asking for your continue partnership and collaboration, and to say to you that we are trying to take 1000 students out into the community on March 29. Years past we have had less than five percent participation from administration and faculty. It is not a criticism we are just asking if you

can give four hours on March 29 to go out and join hands with our students to thank our community, because we think we will make big gains in a short amount of time by doing so.

M. Nusbaumer: A long term employee passed last week, Tom Mulligan. I look forward to the administration coming forward with a memorial resolution.

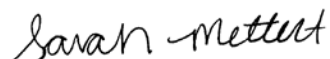
S. Davis: Tom Mulligan visitation will be Saturday February 22 from 10-2. We also lost Danita Davis who was with us until 1996. We also lost Geri Miller's husband in the Business School.

J. Casazza: Come see Gint at the Department of Theater. It opens Friday and plays the next two weekends.

S. Ashur: I want to extend my gratitude to Stan for handling the snow days. I think this shows the commitment of IPFW for the safety of our students and staff. I would like to see this considered next year.

Schwab: Last week I sent out an email to the chairs about my role as IRB. I am happy to come to department meetings as needed, or please reach out to me if you have any questions about your work with IRB.

12. The meeting adjourned at 1:15 p.m.



Sarah Mettert
Secretary of the Faculty

TO: Fort Wayne Senate Executive Committee

FROM: Janet Badia, Chair
Faculty Affairs Committee

DATE: January 17, 2014

SUBJ: Senate Document SD 91-20 (Amended & Approved, 4/13/1992) (Amended, 4/10/1995)
(Amended & Approved, 4/15/2013)

On April 15, 2013, SD 91-20 was amended by Senate. We believe the amendment, likely recorded incorrectly, does not reflect the intent of the proposed amendment. To remedy the problem, we would like to propose several changes that we feel are editorial in content, rather than substantive. Specifically, we propose below several renumbering and reordering changes to the Guidelines portion of document. If you find that these are not editorial changes, please feel free to advise another course of action for correcting the document.

GUIDELINES

1. Ordinarily, an individual may exclude no more than one year from the probationary period ~~for justifiable conditions.~~
2. Normally, requests for exclusions must be made within one year from the time the conditions occurred which precipitated the request.
3. Exclusions will not be granted after the beginning of the penultimate year.
4. ~~A one year automatic exclusion will be granted to either or both parents for the birth or adoption of a child. Faculty may choose to submit a tenure case under their original or the extended timetable.~~ Decisions regarding whether or not requests for exclusions will be granted shall be based on:
 - a. verification that the conditions leading to the request occurred or continue to exist.
 - b. verification that the faculty member's performance prior to the conditions leading to the request warrants an exclusion.
 - c. confirmation that the conditions for which the request is being made fall within the parameters of those deemed in these guidelines to be justifiable.

5. A one-year automatic exclusion will be granted to either or both parents for the birth or adoption of a child, death of a child, or death of spouse or domestic partner. Faculty may choose to submit a tenure case under their original or the extended timetable.

6. Faculty who have been awarded an exclusion shall have no requirements or expectations beyond those of any probationary faculty member.

7. Work accomplished during the excluded period may be cited in the promotion/tenure case.

TO: Fort Wayne Senate

FROM: Faculty Affairs Committee

DATE: March 30, 1992

SUBJ: Extension of the Probationary Period for Justifiable Cause

DISPOSITION: To the Presiding Officer for implementation

PURPOSE: The academic performance of a probationary faculty member can be adversely affected by extraordinary personal circumstances. Such circumstances might include the responsibility as primary care giver after the birth or adoption of a child, serious personal illness, the provision of care for a seriously ill family member, or any similar situation requiring compassion. Such conditions may warrant deviation from the tenure policy.

To ensure consistency and fairness in determining which conditions are sufficiently justifiable to warrant deviation from the tenure policy, the following guidelines and procedures are recommended:

GUIDELINES

1. Ordinarily, an individual may exclude no more than one year from the probationary period.
2. Normally, requests for exclusions must be made within one year from the time the conditions occurred which precipitated the request.
3. Exclusions will not be granted after the beginning of the penultimate year.
4. Decisions regarding whether or not requests for exclusions will be granted shall be based on:
 - a. verification that the conditions leading to the request occurred or continue to exist.
 - b. verification that the faculty member's performance prior to the conditions leading to the request warrants an exclusion.
 - c. confirmation that the conditions for which the request is being made fall within the parameters of those deemed in these guidelines to be justifiable.

Senate Document SD 91-20
(Amended & Approved, 4/13/1992)
(Amended, 4/10/1995)
(Amended & Approved, 4/15/2013)
(Amended & Approved, 2/10/2014)

5. A one-year automatic exclusion will be granted to either or both parents for the birth or adoption of a child, death of a child, or death of spouse or domestic partner. Faculty may choose to submit a tenure case under their original or the extended timetable.
6. Faculty who have been awarded an exclusion shall have no requirements or expectations beyond those of any probationary faculty member.
7. Work accomplished during the excluded period may be cited in the promotion/tenure case.

PROCEDURES

1. Requests for exclusion shall be made in writing by the faculty member to the Department Chair. The Chair will determine, in consultation with the Departmental Promotion and Tenure Committee, whether the request is justifiable and forward a recommendation through the Dean to the Vice Chancellor for Academic Affairs. The Vice Chancellor for Academic Affairs, in consultation with the faculty's Department Chair and Dean, will have the authority to approve exclusions for justifiable conditions.
2. Requests for exclusions may be made at any time during each academic year up until March 15 of the academic year prior to the penultimate year. Decisions regarding requests will be made within 60 days of the receipt of the request.
3. Any faculty member who feels it necessary to appeal a decision made under the above guidelines and procedures may utilize the grievance procedures established for academic personnel.

MEMORANDUM

TO: Fort Wayne Senate Executive Committee

FROM: Suzanne LaVere, Chair
Honors Program Council

DATE: January 24, 2014

SUBJ: Amendment to the Bylaws of the Fort Wayne Senate: Honors Program Council

WHEREAS, The Bylaws of the Senate provide (5.3.3.5.) provide that “The Honors Program Council shall consist of: five Voting Faculty members elected by the Senate to staggered, two-year terms...” and “two members of the Honors Faculty, appointed to staggered, two-year terms;” and

WHEREAS, The experience of serving members of Council has shown that the period of familiarization with Council work takes at least one semester and often a large part of an academic year, particularly regarding the assignment of Council members as liaisons for Honors projects that students work on starting their junior and until the end of their senior year;

WHEREAS, Current members (term starting before Spring 2014) were elected to a two-year term, they should have the option of deciding if they want to add an extra year to their term, and will have to make this decision before Senate election ballots are put together;

BE IT RESOLVED, That the Senate amend 5.3.3.5 of the Bylaws as follows:

5.3.3.5 The Honors Program Council shall consist of:

- five Voting Faculty members elected by the Senate to staggered, **three-year** ~~two-year~~ terms, subject to the restriction that no more than one member may come from the same School
- two members of the Honors Faculty, appointed to staggered, **three-year** ~~two-year~~ terms, by the Chief Academic Officer of IPFW

BE IT RESOLVED, That the Honors Program Council requests the Executive Committee to forward this appointment to the Senate for approval.

Approving

S. Anderson
T. Grove
R. Jensen
S. LaVere, Chair
A. Livschiz
C. Rutkowski
J. Toole

Disapproving

Absent

J. Anderson (ex-officio)

by other faculty bodies.

No member shall serve for more than two consecutive terms, and no more than two members shall come from the same major academic unit.

5.3.3.5 ***The Honors Program Council*** shall consist of:

- five Voting Faculty members elected by the Senate to staggered, three-year terms, subject to the restriction that no more than one member may come from the same School
- two members of the Honors Faculty, appointed to staggered, three-year terms by the Chief Academic Officer of IPFW
- two student members appointed to one-year terms by the Students' Government, at least one of whom shall have successfully completed, or be enrolled in, at least one honors course. Student members shall participate and vote in all matters before the Council except questions of student admission, retention, and satisfaction of program requirements.
- the Chief Academic Officer of IPFW or a designee
- the Director of the Honors Program.

The Council shall carry out the functions described in SD 04-4 and shall exercise the Faculty's authority with regard to academic matters related to the Honors Program.

5.3.3.6 ***The International Education Advisory Subcommittee*** shall consist of the director of the program, one student at or beyond the second-year level in International Education selected annually by Student Government upon the recommendation of the chief officer of the International Students Association or successor organization, a staff member in the Center for Academic Support and Advancement selected annually by the director of the unit, and five Faculty members elected by the Senate to staggered three-year terms. The chair shall be elected by the Subcommittee from among the members elected by the Senate.

This Subcommittee shall be a liaison between the Faculty and the Director of International Education, advising the direct on policies relating to International Services and Education and recommending policies and goals for International Services and Education to the Senate.

5.3.3.7 ***Curriculum Review Subcommittee***

5.3.3.7.1 *Membership*

5.3.3.7.1.1 Elected members, elected to three-year terms by the Voting Faculty at large from among nominees elected by each School having Voting Faculty members. The School of Arts and Sciences shall be represented by three members--one each from the sciences, social sciences, and humanities; other Schools shall each be represented by one member.

5.3.3.7.1.2 Two nonvoting student members serving one-year terms, selected annually by IPSGA

5.3.3.7.1.3 The Chief Academic Officer, or a designee, of IPFW also nonvoting.

5.3.3.7.2 *Charge.* The Subcommittee shall advise the Senate concerning exercise of the Faculty's right of review of the undergraduate curricula. Specifically, it shall:

MEMORANDUM

TO: Fort Wayne Senate Executive Committee

FROM: Suzanne LaVere, Chair
Honors Program Council

DATE: January 23, 2014

SUBJ: Approval of replacement member of the Honors Program Council

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 a vacancy on the Honors Program Council due to a sabbatical; and

WHEREAS, The Honors Program Council has voted unanimously to appoint Dr. Joseph Khamalah, Doermer School of Business, as a replacement member for the remainder of the 2013-14 academic year;

BE IT RESOLVED, That the Honors Program Council requests the Executive Committee to forward this appointment to the Senate for approval.

Approving
S. Anderson
T. Grove
R. Jensen
S. LaVere, Chair
A. Livschiz
C. Rutkowski

Absent
J. Anderson (ex-officio)

Senate Document SD 13-19
(Approved, 2/10/2014)

TO: Fort Wayne Senate

FROM: Educational Policy Committee
Yvonne Zubovic, Chair

DATE: January 22, 2014

SUBJ: Academic Calendar for 2016-2017

DISPOSITION: To the presiding officer for implementation

RESOLVED, that the proposed academic calendar for 2016-2017 be adopted.

Approving:	Disapproving:	Abstaining:	Absent:	Non-voting:
Peter Dragnev			Jeff Anderson	Patrick McLaughlin
Abdullah Eroglu				
Hamilton Tescarolla				
Cigdem Gurgur				
Ann Livschiz				
Yvonne Zubovic				

ACADEMIC CALENDAR FOR 2016-2017

Fall Semester, 2016

Monday	22 August	Classes Begin
Friday	2 September	Classes Suspended at 4:30 p.m. (Labor Day Recess)
Tuesday	6 September	Classes Resume
Mon.-Tues.	10-11 October	Fall Recess
Wednesday	12 October	Classes Resume
Tuesday	22 November	Thanksgiving Recess Begins After Last Class
Monday	28 November	Classes Resume
Mon.-Sun.	12-18 December	Final Exam Week/Last Week of Classes

Winter Inter-session, 2016-2017

Monday	19 December	Classes Begin
Fri. and Mon.	23 and 26 December	Classes Suspended (Christmas Holiday)
Tuesday	27 December	Classes Resume
Friday	30 December	Classes Suspended (Presidents' Designated Holiday)
Monday	2 January	Classes Suspended (New Year's Day Observed)
Tuesday	3 January	Classes Resume
Sunday	8 January	Last Day of Classes

Spring Semester, 2017

Monday	9 January	Classes Begin
Monday	16 January	Martin Luther King Jr. Holiday
Mon. - Sun.	6-12 March	Spring Recess
Monday	13 March	Classes Resume
Friday	14 April	Classes Suspended at 4:30 p.m.
Monday	17 April	Classes Resume
Mon.-Sun	1-7 May	Final Exam Week/ Last Week of Classes
Wednesday	10 May	Tentative Date of Commencement

Summer Semester, 2017

Monday	8 May	Summer Semester Begins
Monday	15 May	Summer Session I: Classes Begin
Friday	26 May	Memorial Day Recess Begins at 4:30 p.m.
Tuesday	30 May	Classes Resume
Friday	23 June	Summer Session I: Classes End at 4:30 p.m.
Monday	26 June	Summer Session II: Classes Begin
Tuesday	4 July	Classes Suspended (Independence Day Holiday Observed)
Wednesday	5 July	Classes Resume
Friday	4 August	Summer Session II: Classes End at 4:30 p.m.
Sunday	20 August	Summer Semester Ends

(Recommitted back to Executive Committee)

MEMORANDUM

TO: Fort Wayne Senate

FROM: Brenda Valliere, Chair
Executive Committee

DATE: 27 January 2014

SUBJECT: Amendment to the Bylaws of the Fort Wayne Senate: Continuing Lecturers as Senate Affiliates

DISPOSITION: Request the Senate vote on the attached amendment to the Senate Bylaws

WHEREAS, Continuing Lecturers have a different status and rights in each department, school, and college on the IPFW campus and are not counted among the Voting Faculty in the constitution of the Fort Wayne Senate (provisions I.C and I.D); and

WHEREAS, Office of Academic Affairs Memorandum No. 03-1 (hereafter referred to as OAA 03-1) states, “IPFW will observe a 10% CL FTE limit in the percentage of the total campus faculty FTE (defined as tenured, tenure-track, clinical, and CL appointments); and

WHEREAS, the following table demonstrates that Continuing Lecturers represent a more significant component of the faculty than was originally expected or intended;

	Full Time	Part Time	Total
Tenure Track	295	7	302
Clinical/Non TT	18	2	20
Continuing Lecturers	50	12	62
TOTALS	363	21	384
10% Rule	36.3	2.1	38.4

and

WHEREAS, OAA 03-1 specifies that Continuing Lecturers “have departmental service responsibilities appropriate to their teaching assignment and an expectation of continuing professional development”; and

WHEREAS, Continuing Lecturers are often urged during the reappointment processes to engage in school/college and university service exceeding what is called for in OAA 03-1; and

WHEREAS, Continuing Lecturers are reappointed through the same basic process as probationary tenure-track faculty and are eligible for merit increases through the same process as tenure-line faculty; and

WHEREAS, Continuing Lecturers use the same grievance processes as Purdue and Indiana University tenure-line faculty; and

WHEREAS, Continuing Lecturers are held to many of the same standards and expectations as tenure-line faculty; and

WHEREAS, the charge to the Senate Faculty Affairs Committee (Fort Wayne Senate Bylaw 5.3.2) was amended on 15 April 2013 to define Faculty as including “tenured and tenure track faculty, clinical faculty, continuing lecturers, limited term lecturers, and visiting instructors”;

BE IT RESOLVED, that the Bylaws of the Fort Wayne Senate be amended as indicated below to allow Continuing Lecturers to annually elect one Senate Affiliate who will be permitted to participate, without vote, in Senate meetings:

2.5.3.3 Continuing Lecturers shall select annually one of their number to serve as Senate Affiliate.

TO: IPFW Senate
FROM: Peter Iadicola
DATE: February 17, 2014
RE: Resolution to Establish IPFW Senate Right of Advisement in the development of the University Strategic Plan

WHEREAS, the university's strategic plan is central to the development of IPFW and the allocation of resources across various university departments and programs; and

WHEREAS, shared governance requires faculty participation in planning the future development and execution of the university academic mission; and

WHEREAS, faculty support of any strategic plan is essential for its successful implementation; and

WHEREAS, the IPFW Senate is the largest and most representative body representing faculty across the various academic units of the university.

BE IT RESOLVED, that an ad hoc committee of thirteen members be formed including senators elected by the Senate with representation from each college and the library (7 members), non-voting members representing the Chancellor and each of the Vice Chancellors (5 members), and one non-voting member representing the Community Advisory Board to advise the administration in the development of the strategic plan. The committee chair shall be selected from the seven senators representing the academic units.

Furthermore, this committee will be formed in the year prior to the date that the new strategic plan is to go into effect to provide time for the review of drafts. A draft of the new strategic plan should be submitted to the committee with adequate time for review before being submitted to the Senate.

The final draft of the strategic plan will be sent to the senate upon completion for review and comment before implementation of the plan.

The administration will report annually to the senate as to progress made in the implementation of the plan, and this will start in the 2014-2015 academic year.

UNIVERSITY LEAVES SUBCOMMITTEES

12/17/2013

The following are the subcommittees to address all aspects of our University leaves system-wide. The objective of each committee is to gather and analyze data and provide alternative solutions based on our guiding principles.

Each subcommittee will be assigned with the appropriate resources to facilitate the gathering of information, benchmarking and appropriate data.

COMMUNICATIONS, EDUCATION/TRAINING AND CHANGE MANAGEMENT

(Trent Klingerman, Chair; Steve Abel, Randy Freebourn, Patricia Hart, Beth McCuskey, David Williams)

- Engages faculty and staff from all corners of the University system by conducting qualitative research through focus groups
- Provides the University Leaves Design Subcommittee with the opinions, perceptions, ideas and overall expectations of employees regarding leaves
- Develops a master communication plan to educate and inform all faculty and staff of all University leaves

UNIVERSITY LEAVES DESIGN

(Jay Akridge, Chair; Morgan Burke, Stan Davis, Cheryl Files, Leah Jamieson, Beau Moore, Charlene Sullivan, Laurel Weldon, Teresa Wesner)

- Reviews all current leaves to include sick leave and disability, personal and business leaves
- Assesses alternative solutions and develops a straw man proposal to present to the committee for discussion, modification and agreement
- Ensures compliance with all applicable laws.

FINANCIAL ANALYSIS

(Jim Almond, Chair; Rene Lewin, Steve Turner)

- Conducts a financial viability assessment of all paid leaves, as recommended by the University Leaves Design Subcommittee, in conjunction with Pacific Resources

TECHNOLOGY AND ADMINISTRATION

(Gerry McCartney, Chair; Terry Ashlock, Eva Nodine)

- Designs an effective, user-friendly technological system to simplify the administration of all leaves

Principles for the end product

- **Clarity:** Simply expressed and understood.
- **Competitive Offering:** Attract and retain talented faculty and staff.
- **Ease of Administration:** Simplify policies and use technology to streamline processes.
- **Fiscal Prudence:** Be a judicious steward of University's overall resources.

Principles for guiding the review process

- **Transparency:** Openly identify and discuss issues.
- **Fair and Equitable:** Feedback obtained across all constituents (obtained from steering committee formation and participation).
- **Communicative:** Effectively inform both verbally and in writing
- **Employee Engagement:** Seek out employees' opinions and alternative solutions.
- **Expertise:** Engage experts in the field to assess market, benchmark and provide market based alternatives.

INSTITUTIONAL STAFF DATA COMPARISON 1995-2011 - STATISTICAL PROFILE

	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
I. FACULTY																	
A. Regular Faculty																	
Professor	53	50	51	52	56	56	56	59	63	67	64	70	69	75	82	82	80
Associate Professor	134	154	161	151	151	138	132	125	119	117	117	118	116	117	124	127	133
Assistant Professor	124	96	96	101	97	105	107	110	115	128	127	133	132	135	133	135	125
Instructor	26	32	28	27	30	35	18	20	29	23	26	17	15	19	20	24	28
Lecturer	1	0	0	0	0	3	20	26	30	30	40	45	46	47	48	58	64
TOTAL	338	332	336	331	334	337	333	340	356	365	374	383	378	393	407	426	430
B. Associate Faculty	311	327	299	294	307	300	301	311	351	384	394	415	397	378	405	401	450
Graduate Aides									65	72	56	80	72	85	106	113	109
II. ADMINISTRATIVE	161	166	169	168	204	204	211	241	251	272	268	281	281	313	325	327	344
III. CLERICAL	171	169	169	166	165	168	171	176	182	187	200	197	204	199	203	200	202
IV. SERVICE	124	120	121	129	133	140	139	144	177	165	198	201	217	199	230	235	230
TOTAL	1105	1114	1094	1088	1143	1149	1155	1212	1382	1445	1490	1557	1549	1567	1676	1702	1765
Professorial Rank	311	300	308	304	304	299	295	294	297	312	308	321	317	327	339	344	338
Administrative	161	166	169	168	204	204	211	241	251	272	268	281	281	313	325	327	344
FTE Enrollment	6,172	6,135	6,115	6,251	6,321	6,419	6,913	7,447	7,600	7,762	7,822	7,905	8,122	8,399	9,240	9,711	9,634

EMPLOYEE DATA COMPARISON 2007-2011 - LIBRARY SALARY DATA

Admin/Prof													182	212	218	211	223
Clerical													194	187	188	189	196
Clin, Res, or NonTT													14	14	14	23	24
Continuing Lecturer													44	45	48	58	63
Faculty+Instructors													319	281	279	294	289
FW-IU Professorial													-	-	52	-	34
Fire/Police													15	15	17	15	16
Mgmt/Prof													54	54	58	59	63
Non-exempt Prof													4	3	3	3	3
Operations/Technical													26	26	35	40	46
Service													131	127	142	142	143
TOTAL - Library Report	-	-	-	-	-	-	-	2186	1780	1897	869	1010	983	964	1054	1034	1100
fte													944.09	922.53	1011.2	995.73	1063.08
TOTAL - Stat Report	794	787	795	794	836	849	854	901	966	989	1040	1062	1080	1104	1165	1188	1206

Accounting Services	\$ 125,300	\$ 143,104	\$ 268,404	\$ 164,656	\$ 147,743	\$ 312,399	\$ 164,656	\$ 150,114	\$ 314,770	\$ 164,656	\$ 152,756	\$ 317,412	\$ 176,196	\$ 160,430	\$ 336,626	\$ 173,285	\$ 162,843	\$ 336,128	\$ 175,365	\$ 135,928	\$ 311,293							
Bursar & Student Fin	57,900	210,304	268,204	106,600	189,353	295,853	106,500	215,968	322,068	179,508	126,378	305,886	189,989	147,140	337,129	192,778	125,424	318,202	192,778	124,758	317,536							
Comptroller	539,400	255,486	794,886	583,085	317,163	900,248	743,674	361,748	1,105,422	737,574	375,996	1,113,570	726,456	393,340	1,119,796	740,716	376,449	1,117,185	628,376	339,653	1,168,029							
Physical Plant																												
Building Services	\$ 46,200	\$ 1,073,008	\$ 1,119,208	\$ 48,048	\$ 1,114,068	\$ 1,162,116	\$ 48,048	\$ 1,120,807	\$ 1,168,855	\$ 48,048	\$ 1,119,414	\$ 1,167,462	\$ 51,488	\$ 1,161,909	\$ 1,213,397	\$ 52,088	\$ 1,165,107	\$ 1,237,195		\$ 975,006	\$ 975,006							
Campus Safety																												
Grounds	49,450	364,749	414,199	51,181	323,211	374,392	59,431	22,776	82,207	59,431	47,736	107,167	63,732	48,941	113,673	64,732	50,669	115,401	64,732	53,789	116,521							
Operations & Maintenan	62,800	622,794	685,594	64,841	638,229	703,070	64,841	662,627	727,468	64,841	667,171	752,012	69,572	761,509	831,081	70,572	828,382	898,954	80,572	818,419	898,991							
Physical Plant Admin	276,700	199,638	476,338	227,478	86,590	314,068	261,478	66,258	140,258	113,800	26,458	147,678	147,678	27,352	149,652	124,100	27,872	151,972	124,100	27,872	151,972							
Project Management																												
REM	45,900		45,900	82,412		82,412	82,412		82,412	82,412		82,412	89,442		89,442	90,642		90,642	90,642		90,642							
Special Events	34,000	107,765	141,765	120,331	310,399	430,730	120,331	313,519	433,850	157,771	267,801	425,572	166,169	296,214	462,383	169,414	329,991	499,405	169,414	300,289	469,703							
University Police	57,700	752,697	810,397	59,431	770,475	829,906	53,000	862,653	915,653	53,000	796,976	849,976	109,676	817,987	927,663	106,796	964,233	1,071,029	106,796	752,011	858,807							
Purchasing & Gen Svcs																												
Printing Services	\$ 36,225	\$ 110,074	\$ 146,299	\$ 39,252	\$ 113,902	\$ 153,154	\$ 39,252	\$ 113,902	\$ 153,154	\$ 39,252	\$ 113,902	\$ 153,154	\$ 43,020	\$ 117,562	\$ 160,582	\$ 43,692	\$ 120,765	\$ 164,457	\$ 43,692	\$ 120,765	\$ 164,457							
Purchasing	177,440	48,901	226,341	181,184	54,184	235,368	186,184	47,507	233,691	186,184	47,507	233,691	201,534	53,310	254,844	165,359	54,100	219,459	196,559	26,000	222,559							
Shipping & Receiving	40,248	135,220	175,468	41,655	139,068	180,723	41,655	139,068	180,723	41,655	139,068	180,723	44,459	143,020	187,479	45,082	145,164	190,246	45,082	120,724	165,906							
Human Resources	\$ 323,700	\$ 105,706	\$ 429,406	\$ 309,411	\$ 81,578	\$ 390,989	\$ 357,811	\$ 107,682	\$ 465,493	\$ 392,811	\$ 107,682	\$ 500,493	\$ 423,542	\$ 112,050	\$ 535,592	\$ 432,597	\$ 112,777	\$ 545,374	\$ 425,947	\$ 81,681	\$ 507,628							
Student Athletics	\$ 1,192,422	\$ 44,346	\$ 1,236,768	\$ 1,218,849	\$ 26,083	\$ 1,244,932	\$ 1,285,849	\$ 26,083	\$ 1,311,932	\$ 1,283,905	\$ 26,083	\$ 1,309,988	\$ 1,387,867	\$ 27,082	\$ 1,414,949	\$ 1,388,109	\$ 27,498	\$ 1,415,607	\$ 1,352,101	\$ 27,498	\$ 1,379,599							
VC Finan & Admin Affs	\$ 191,858		\$ 191,858	\$ 258,902		\$ 258,902	\$ 258,902		\$ 258,902	\$ 258,902		\$ 203,000	\$ 221,013		\$ 203,000	\$ 221,013		\$ 225,220	\$ 311,622		\$ 311,622							
TOTAL FINANCIAL & ADMINISTRATIVE AFFAIRS	\$ 3,257,243	\$ 4,173,792	\$ 7,431,035	\$ 4,312,046	\$ 7,869,262	\$ 3,925,205	\$ 4,489,563	\$ 8,414,768	\$ 4,006,707	\$ 4,472,165	\$ 8,478,872	\$ 4,303,199	\$ 4,745,541	\$ 9,048,740	\$ 4,306,126	\$ 5,019,917	\$ 9,326,043	\$ 4,439,722	\$ 4,340,694	\$ 8,780,416	\$ 8,780,416							
Student Affairs and Enrollment Management																												
Dean of Students	\$ 335,445	\$ 72,301	\$ 407,746	\$ 388,425	\$ 51,376	\$ 439,801	\$ 374,785	\$ 51,376	\$ 426,161	\$ 278,420	\$ 51,376	\$ 329,796	\$ 276,251	\$ 53,705	\$ 329,956	\$ 280,411	\$ 54,371	\$ 334,782	\$ 255,343	\$ 54,995	\$ 310,338							
Financial Aid	250,269	72,072	322,341	257,079	49,421	306,500	219,604	72,301	291,905	301,754	72,301	374,055	320,421	49,920	370,341	307,612	26,811	334,423	309,339	49,691	359,030							
Acad Course & Career Svcs	453,459	137,893	591,352																									
Acad Success Ctr	382,597	68,682	451,279	531,186	115,252	646,438	686,186	93,142	779,328	721,186	115,086	836,272	762,897	119,413	882,310	694,719	97,802	792,521	556,802	73,674	630,476							
Admissions	305,866	206,160	512,026	521,382	212,698	673,820	350,214	223,606	569,926	359,089	210,857	602,088	387,135	214,953	602,088	393,034	204,173	597,207	364,472	193,166	557,638							
Career Services				160,908	48,100	209,008	160,908	48,100	209,008	154,466	48,100	202,566	217,311	38,324	255,635	206,783	39,792	245,575	211,103	38,792	249,895							
Enrollment Management	101,500		101,500	282,078		282,078	300,089		300,089	300,089		300,089	324,062		324,062	275,371		275,371										
MAP Center				65,176		65,176	77,176		77,176	77,176		63,375	40,495	22,880	63,375	88,791	23,504	112,295	161,587	23,504	185,091							
Registrar	213,133	151,631	364,764	229,188	155,948	385,136	229,188	179,140	408,328	228,503	179,660	408,163	290,585	184,538	475,123	294,809	145,100	439,909	323,929	121,721	445,650							
Student Activities	34,850		34,850			42,500			42,500	45,504		45,504	47,204		47,204	48,092		48,092			50,096							
Student Information Systems																												
Student Life	42,000	56,597	98,597	85,650	45,822	131,472	73,996	44,624	118,620	90,000	23,462	113,462	128,219		128,219	172,738		172,738	124,166	24,128	148,294							
Testing Services				73,996	68,976	140,972	73,996	44,624	118,620	73,996	55,796	129,792	79,585	56,274	135,859	83,603	58,106	141,709	53,424	34,102	87,526							
ODMA	331,406	91,811	423,217	617,000	114,109	731,109	579,011	92,165	671,176	611,061	92,165	703,226	712,940	142,522	855,462	664,087	47,237	711,324	628,111	47,237	675,348							
VCSA & EM	283,567		283,567	145,512		145,512	114,000		114,000	114,000		114,000	122,500		122,500	124,653		124,653	139,611		139,611							
TOTAL STUDENT AFFAIRS & ENROLLMENT MANAGEMENT	\$ 2,734,092	\$ 857,147	\$ 3,591,239	\$ 3,144,882	\$ 859,702	\$ 4,004,584	\$ 3,319,302	\$ 828,116	\$ 4,147,418	\$ 3,355,224	\$ 848,803	\$ 4,204,027	\$ 3,709,605	\$ 882,529	\$ 4,592,134	\$ 3,634,703	\$ 695,896	\$ 4,330,599	\$ 3,380,854	\$ 661,010	\$ 4,041,864							
GRAND TOTAL	\$ 13,533,119	\$ 8,762,211	\$ 25,261,651	\$ 47,274,666	\$ 11,910,469	\$ 8,917,467	\$ 27,656,015	\$ 52,041,167	\$ 16,117,274	\$ 9,072,953	\$ 28,230,188	\$ 53,385,079	\$ 16,231,593	\$ 9,013,437	\$ 29,979,726	\$ 55,224,756	\$ 18,250,161	\$ 9,396,006	\$ 31,992,001	\$ 59,638,167	\$ 18,319,834	\$ 9,523,455	\$ 32,221,639	\$ 60,064,928	\$ 17,717,650	\$ 8,743,087	\$ 31,668,364	\$ 58,129,101