

Minutes of the  
Seventh Regular Meeting of the Thirty-Fourth Senate  
Indiana University-Purdue University Fort Wayne  
March 16, 2015  
12:00 P.M., Kettler G46

Agenda

1. Call to order
2. Approval of the minutes of February 9, 2015
3. Acceptance of the agenda – K. Pollock
4. Reports of the Speakers of the Faculties
  - a. Indiana University – J. Badia
  - b. Purdue University – P. Dragnev
5. Report of the Presiding Officer – A. Downs
6. Special business of the day – Memorial Resolution (Senate Reference No. 14-19) – L. Beineke
7. Committee reports requiring action
  - a. Budgetary Affairs Subcommittee (Senate Document SD 14-25) – C. Gurgur
  - b. Faculty Affairs Committee (Senate Document SD 14-26) – N. Borbieva
8. New business
9. Committee reports “for information only”
  - a. Executive Committee (Senate Reference No. 14-20) – K. Pollock
  - b. Curriculum Review Subcommittee (Senate Reference No. 14-21) – K. Pollock
  - c. Graduate Subcommittee (Senate Reference No. 14-22) – M. Sharma
  - d. Curriculum Review Subcommittee (Senate Reference No. 14-23) – K. Pollock
10. The general good and welfare of the University
11. Adjournment\*

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

Presiding Officer: A. Downs  
Parliamentarian: J. Malanson  
Sergeant-at-Arms: G. Steffen (absent)  
Secretary: S. Mettert

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Attachments:

“Resolution on the IPFW budgeting process” (SD 14-25)  
“CEPP Policy Handbook revision” (SD 14-26)

Senate Members Present:

S. Ashur, J. Badia, E. Blakemore, N. Borbieva, V. Carwein, C. Chen, B. Dattilo, M. Dixon, P. Dragnev, C. Drummond, C. Duncan, C. Erickson, C. Gurgur, R. Hile, P. Iadicola, M. Jordan, D. Kaiser, J. Leatherman, M. Lipman, G. McClellan, D. Momoh, M. Montesino, J. Niser, R. Pablo, W. Peters, G. Petruska, K. Pollock, R. Rayburn, D. Redett, N. Reimer, H. Samavati, G. Schmidt, A. Schwab, M. Sharma, S. Stevenson, H. Sun, H. Tescarollo, A. Ushenko, B. Valliere, L. Vartanian, N. Virtue, D. Wesse, M. Wolf, M. Yen, N. Younis

Senate Members Absent:

T. Adkins, S. Beckman, J. Casazza, C. Chauhan, Q. Dixie, T. Grove, G. Hickey, A. Livschiz, D. Miller, L. Wright-Bower

Faculty Members Present:

L. Beineke, M. Coussement, B. Kingsbury

Acta

1. Call to order: A. Downs called the meeting to order at 12:00 p.m.
2. Approval of the minutes of February 9, 2015: 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. Indiana University:

J. Badia: I do not have a lot of news. I did want to remind everyone of the email that went out calling for nominations for the enrollment/management ad hoc committee. The deadline to respond is Friday. I think this is a great opportunity for faculty to be involved in something that will have a great impact on our University.

b. Purdue University:

P. Dragnev: IFC met right before spring break, and one of the things we actually wanted to provide was feedback for the lease policy, and afterwards that was decided to be implemented next year.

The other thing to consider is the Purdue system wide Promotion and Tenure draft. Some of the feedback was about how they changed the secret ballot to written ballots for the moment.

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

A. Downs: As you all recall, 30 wonderful meetings ago the Promotion and Tenure Taskforce began working, and on Thursday and Friday this week, Thursday at noon in KT G45 and Friday at 2:30pm in KT 146 there will be open forums on the Promotion and Tenure documents. They have been emailed out, and I encourage you to look at them. Remember as Senators you will be voting on these. The way this will work is the open forums will take place, emails will come in, and the Promotion and Tenure Taskforce will get back together to go over that information. Then they will present documents to this body for approval. It is very likely that there will be a special senate meeting called for those documents. I will ask you, encourage you, beg you, etc. to get you to read these documents thoroughly. When you come to that special meeting have very specific ideas in mind, for example, amendments. These documents are very important to us.

6. Special business of the day –Memorial Resolution (Senate Reference No. 14-19) – L. Beineke

L. Beineke read the memorial resolution for Maynard J. Mansfield. A moment of silence was observed.

7. Committee reports requiring action:

a. Budgetary Affairs Subcommittee (Senate Document 14-25) – C. Gurgur:

C. Gurgur moved to approve Senate Document SD 14-25 (Resolution on the IPFW budgeting process).

Motion to approve passed by a voice vote.

b. Faculty Affairs Committee (Senate Document 14-26) – N. Borbieva:

N. Borbieva moved to approve Senate Document SD 14-26 (CEPP Policy Handbook revision).

Motion to approve passed by a voice vote.

8. New business: There was no new business.

9. Committee reports “for information only”:

a. Executive Committee (Senate Reference No. 14-20) – K. Pollock:

Senate Reference No. 14-20 (Items under Consideration by Senate Committees and Subcommittees) was presented for information only.

b. Curriculum Review Subcommittee (Senate Reference No. 14-21) – K. Pollock:

Senate Reference No. 14-21 (Bachelor of Science in Dental Technology) was presented for information only.

c. Graduate Subcommittee (Senate Reference No. 14-22) – M. Sharma:

Senate Reference No. 14-22 (Slight modification of the core curriculum of the Master of Public Management (MPM) degree) was presented for information only.

d. Curriculum Review Subcommittee (Senate Reference No. 14-23) – K. Pollock:

Senate Reference No. 14-23 (Concentration in Genetics, Cellular, and Molecular Biology) was presented for information only.

10. The general good and welfare of the University:

C. Gurgur: I just want to remind everyone to let students know that the withdrawal date has been extended to Friday, March 27.

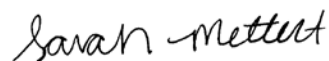
G. McClellan: Some of you are aware it has been a very special spring break with the banner system. We started spring break off with a banner upgrade that went horribly wrong. It took three days to fix, and then we were up and running again and then lost two servers that has caused us to go down again. We will extend the common scholarship deadline that was originally last Sunday. That is, unfortunately going to put my faculty friends in a bind. Please be aware there is going to be a shorter turnaround time, and we are going to need your help. We are hoping to bring the system back up this afternoon, and then we will send an email out letting students know the deadline has been extended.

D. Wesse: The food service agreement is nearing the signing of the agreement. The goal is variety. We have moved ahead with the food service with how it will be designed and constructed. We definitely want to be up and running in August.

A. Downs: For those unaware, Hamilton is in the 50 hands Monster Piano Concert this Friday night.

H. Tescarollo: The first ever Monster Piano Concert, as far as I know in Fort Wayne to celebrate IPFW's 50<sup>th</sup> anniversary. The concert will start with myself and Chancellor Carwein. We appreciate her being a part of the concert. The concert starts at 7:30 tickets are seven and under and there will be a reception afterwards. I hope you can be there.

11. The meeting adjourned at 12:33 p.m



Sarah Mettert  
Secretary of the Faculty

MEMORANDUM

TO: Fort Wayne Senate

FROM: Budgetary Affairs Subcommittee

DATE: 25 February 2015

SUBJECT: Resolution on the IPFW Budgeting Process

DISPOSITION: Request the Senate endorse the following resolution

WHEREAS, IPFW has made a conscious and concerted effort to rationalize the university budget; to engage in a transparent, bottom-up budgeting process; and to include all monies that are annually spent by each unit in the budget; and

WHEREAS, not all units, most notably Athletics, are currently able to be held to the standard of university resources being allocated in rationally and transparently established budgets based upon a realistic view of annual expenses; and

WHEREAS, Vice Chancellor for Financial and Administrative Affairs David Wesse, at a town hall meeting on 25 February 2015, emphasized the importance of the university budget representing a clear statement about how IPFW chooses to allocate its available dollars;

BE IT RESOLVED, that the Senate strongly recommends that all units of the university (including Athletics) be required to submit rational and transparent budgets that clearly identify university funds being allocated for all expenses related to that unit, and that all units be held accountable for their spending within the parameters of their approved budget; and

BE IT FURTHER RESOLVED, that the administration provides the information necessary for each unit to identify the sources of revenue that will allow them to produce rational and transparent budgets.

Approving

Susan Anderson  
Noor Borbieva  
Cigdem Gurgur  
Peter Iadicola  
Steven Hanke  
Jeffrey Malanson  
Peter Ng  
Deborah Poling

Not Approving

Abstaining

Not Voting

MEMORANDUM

TO: Fort Wayne Senate  
FROM: Faculty Affairs Committee  
DATE: February 23, 2015  
SUBJECT: CEPP Policy Handbook revision

DISPOSITION: Request a Senate vote on Section V of the attached document.

WHEREAS, the College of Education and Public Policy has revised their handbook, including sections on Promotion and Tenure;

BE IT RESOLVED, that the sections on promotion and tenure in the new handbook be accepted by the Senate.

## IV. Faculty

- A. **Voting Faculty:** Voting faculty members are defined in the *Constitution of the Faculty of Indiana University-Purdue University Fort Wayne* (<http://new.ipfw.edu/dotAsset/185304.pdf>).
- B. **Evaluation of Tenured and Non-Tenured Faculty:** Each faculty member is required to submit an annual report to the chair of her/his department as well as the Dean. Guidelines and timelines are established by each department. Third-year reviews are required for all tenure-track faculty members in the CEPP in conjunction with applicable departmental guidelines and timelines.
- C. **CEPP Faculty Meetings:** The Dean will schedule college-level faculty meetings from time to time as needed. In addition, the chair of the Leadership Committee can schedule meetings at the request of a simple majority of the members.
- D. **Amendments to the CEPP Policy Handbook:** The *CEPP Policy Handbook* may be amended by a two-thirds majority vote of the CEPP voting faculty.
- E. **Service in the Fort Wayne Senate:** Voting faculty in each of the three departments will elect one representative to serve in the Fort Wayne Senate. Additional representatives, if needed based upon the allocation formula utilized by the Senate, will be chosen at-large in an election coordinated by the Leadership Committee. Elected senators will serve three-year terms.

## V. Promotion and Tenure

- A. Each department will follow its own guidelines when it pertains to promotion and tenure issues.
- B. The assessment points for promotion and tenure cases are as follows:
  - 1. Department promotion and tenure committee
  - 2. Department chair
  - 3. CEPP promotion and tenure committee
  - 4. CEPP Dean
  - 5. Campus promotion and tenure subcommittee
  - 6. Vice Chancellor for Academic Affairs
  - 7. Chancellor

## 8. Indiana University Board of Trustees

- C. The CEPP promotion and tenure committee shall consist of two elected tenured members from each department. The majority of the CEPP promotion and tenure committee must hold at least the rank that the candidates in question are seeking. Thus, if one candidate in a given year is seeking promotion to professor, four of the six committee members must be professors. The ratio requirements of the CEPP promotion and tenure committee will be communicated to department chairs in compliance with the VCAA's P&T timetable by the Dean's office so that faculty members in each department will know this information in advance of selecting their representatives on the committee. Departmental elections for service on the CEPP promotion and tenure committee must be conducted in compliance with the VCAA's P&T timetable and the membership list must be forwarded to the Dean. The recommendation of the committee members is to be forwarded by the elected chair of the committee to the Dean and to the relevant department chair in compliance with the VCAA's P&T timetable.

The initial meeting of the CEPP promotion and tenure committee will be coordinated by the Dean's office.

- D. The Dean of the CEPP will forward her/his recommendation to the campus promotion and tenure subcommittee in compliance with the VCAA's P&T timetable.

## VI. Accreditation

- A. **Unit:** Programs and/or departments within the CEPP may affiliate for the purpose of acquiring or maintaining accreditation.
- B. **Faculty:** Faculty members within an accreditation unit will be responsible for addressing all accreditation requirements.