

Minutes of the  
Eighth Regular Meeting of the Thirtieth Senate  
Indiana University-Purdue University Fort Wayne  
April 11, 2011  
12:00 P.M., Kettler G46

Agenda

1. Call to order
2. Approval of the minutes of March 14, 2011
3. Acceptance of the agenda – K. Pollock
4. Reports of the Speakers of the Faculties
  - a. Indiana University – S. Davis
  - b. Purdue University – R. Barrett
5. Report of the Presiding Officer – M. Nusbaumer
6. Committee reports requiring action
  - a. Nominations and Elections Committee (Senate Reference No. 10-15) – M. Kim
  - b. Faculty Affairs Committee (Senate Document SD 10-15) – P. Dragnev
  - c. Educational Policy Committee (Senate Document SD 10-16) – J. Toole
  - d. Educational Policy Committee (Senate Document SD 10-17) – J. Toole
  - e. Faculty Affairs Committee (Senate Document SD 10-18) – P. Dragnev
7. Question Time (Senate Reference No. 10-16)
8. New business
  - Indiana Committee on Institutional Affairs (Senate Document SD 10-19) – S. Davis
9. Committee reports “for information only”
  - a. Executive Committee (Senate Reference No. 10-17) – K. Pollock
  - b. Executive Committee (Senate Reference No. 10-18) – K. Pollock
  - c. Budgetary Affairs Subcommittee (Senate Reference No. 10-19) – B. Fife
10. The general good and welfare of the University
11. Adjournment\*

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

Presiding Officer: M. Nusbaumer  
Parliamentarian: A. Downs  
Sergeant-at-Arms: G. Steffen  
Secretary: J. Petersen

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Attachments:

- “Results of Senate Committee and Subcommittee Elections” (SR No. 10-20)
- “Recommended change to the Helmke Library P&T Procedure Document (SD 89-4)” (SD 10-15)
- “Procedures for Librarians’ Promotion and Tenure” (SD 89-4)
- “Proposed Amendment to the IPFW Academic Regulations and Procedures: Proposal to Change Academic Regulation 3.8.4 – Change of auditing option” (SD 10-16)
- “Proposed Change in Procedure Requiring Instructors to Enter a Last Date of Attendance upon Assigning an F as a Final Course Grade” (SD 10-17)
- “Proposed revision to the College of Visual and Performing Arts Promotion and Tenure Policies and Procedures” (SD 10-18, supersedes SD 92-25)
- “Establishment of Faculty Misconduct Policy” (SD 10-19)
- “Blue Ribbon Health Care Committee: Preview of Findings” (Attachment A)
- “IPFW Strategic Plan, Second-Year Report” (Attachment B)

Senate Members Present:

A. Argast, S. Ashur, R. Barrett, C. Bradley, W. Branson, J. Casazza, J. Dalby, S. Davis, Y. Deng, S. Ding, M. Dixson, P. Dragnev, C. Drummond, E. Foley, L. Hite, D. Huffman, R. Jensen, M. Kim, S. LaVere, D. Liu, A. Livschiz, H. Luo, M. Masters, G. McClellan, W. McKinney, A. Merz, D. Miller, G. Miller, A. Montenegro, D. Moore, G. Mourad, P. Ng, C. Nicholson, J. Niser, K. Otani, K. Pollock, M. Qasim, L. Roberts, J. Taylor, Z. Todorovic, J. Toole, M. Wartell, M. Yen

Senate Members Absent:

B. Abbott, S. Batagiannis, S. Beckman, A. Benito, C. Crisler, J. Garrison, Z. Isik-Ercan, D. Mueller, D. Redett, A. Ushenko (sabbatical), G. Wang [ENGR] (sabbatical), R. Weiner (sabbatical), M. Wolf

Faculty Members Present: B. Fife, L. Finke, I. Mallin, K. O'Connell, B. Resch

Visitors Present: R. Costello, J. Cramer, J. Dahl, T. Grady, R. Kostrubanic, P. McLaughlin

Acta

1. Call to order: M. Nusbaumer called the meeting to order at 12:01 p.m.

Chancellor Wartell presented Michael Nusbaumer with an engraved gavel for his service throughout the 2010-2011 year as the Presiding Officer of the Fort Wayne Senate.

2. Approval of the minutes of March 14, 2011: 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:

S. Davis: I would like to give my personal thanks to Mike Nusbaumer for his great job this year as the Presiding Officer, and also to Robert Barrett for his last couple of years as the Purdue Speaker ... and soon-to-be Presiding Officer.

I would also like to thank Jacqui for the great job she has done all year keeping us informed. Thanks, of course, to Andy Downs for his parliamentary precision. As for Sergeant-at-Arms, Gary Steffen: I like the way he runs people out when they get rowdy.

Thank you, also, to the chancellor and vice chancellors for their ongoing involvement of the faculty leadership in affairs of the school. The interaction that we have had with the chancellor and vice chancellors has been great.

Regional campus plans: A lot of us have been working on them. They should be going to the chancellors this week and then out next week, so they are moving up the line.

I personally thank all who stepped forward to be placed on election ballots. It shows an excellent commitment to the shared governance by the IPFW faculty.

There are two topics I want to support that have gone out of the Red Balloon Projects this year: 1) the promotion & tenure process that the Faculty Affairs Committee is handling. They have a call-out for comments from groups or individuals, and you can go on to the Red Balloon link or talk to Peter Dragnev directly (or any of the other committee members), and 2) the student evaluations committee that has been formed with Elaine Blakemore and Yvonne Zubovic. They are looking for input. Any help or suggestions you can give to those projects would be greatly appreciated. This has evolved from the faculty Red Balloon process. I think we need to support it all we can.

b. Purdue University:

R. Barrett: Jacqui, there cannot be many people in the whole system any better than you are at taking care of all of us. It was a terrific year – thank you very much. Thanks also to Andy Downs.

To Mike and Stan: It has been fantastic working with you folks for the last few years here. From my other involvements, when we say transparency at IPFW, it is alive, and it works with our chancellor and vice chancellors.

I have two items I would like to mention: 1) Intercampus Faculty Council of Purdue University. We finally had a meeting, and it was wonderful. We have made some changes starting next year. The first meeting will be called in September, and the second one will be called at the end of January. That will give time for additional meetings, and time for input to get to the president. That group does have a direct line to the president, and the secretary of faculties will now be able to call the meetings. Also, they are going to add the three regional senators to that group, so that will be a very impressive group of people that can speak directly to the president. We have sent some messages forward this year: deep concern from all the campus faculties about moving our healthcare plan over to the state. We want to make it very loud and clear that we are not in favor of that.

We did put forth, also, that the president and the chancellors should start looking at student success metrics and start reporting those. That would take into account the status at regional campuses. We are not the same measure as Purdue West Lafayette.

The last item was more discussion on the proportional voting, and the Intercampus Faculty Council did come down on the side that there are some key issues from time to time, and the regional campuses should add their full voices and full input rather than just one vote in the Senate.

2) The other committee I would like to report on is the Faculty Compensation and Benefits Committee. There are two new initiatives: 1) CIGNA will allow us to have transparency to cost issues where we are going to be allowed to go online and look at the data they have. We can compare different facilities and different doctors. It is not very robust at this time, but CIGNA says they will do everything they can. We are having a little problem with Clarian at IU Health. They do not want to provide their data to us, and they are going to work on that problem.

Some faculty are starting to receive canvass calls and canvass e-mails from independent investment companies. They know that a lot of us have money sitting in TIAA that can

get transferred, and you can transfer it anywhere you want; so, if you are getting those, they have gotten hold of our name and e-mail list and phone numbers; it cannot be stopped.

The state is still inquiring about our healthcare plan. The comment that they say is our healthcare is too rich and needs to be trimmed back. Just as a refresher, Purdue pays 87 percent, and we pay 13 percent. At Indiana University, they pay 92 percent and their employees pay 8 percent. The state would like to see an 80/20 or, better yet, a 75/25, and they reiterated that the movement to force universities over to state health appears to be dead for this budget cycle, at least.

The person from Human Relations at Purdue West Lafayette stated that they think the next two-year big item will be healthcare, and they are getting geared up to prepare to work on that.

You will notice that, at the end of our session, we have a report from the Blue Ribbon Project that was presented to the Purdue Senate a week and a half ago.

5. Report of the Presiding Officer – M. Nusbaumer:

M. Nusbaumer presented a plaque to Purdue Speaker Robert Barrett in thankfulness for his 2009-2011 term of service.

M. Nusbaumer: Bob has been a very energetic Speaker for Purdue faculty and has very much brought West Lafayette's attention around to the fact that there is a campus in Fort Wayne. Also, I would like to thank Stan, Jacqui, Gary, and Andy.

Also, too, you will notice that almost every committee from the Senate reported its activities in their end-of-the-year report. I would like to take this opportunity to thank the committee members, particularly the chairs. These Senate committees require an awful lot of rather unseen and unrewarded work. We could not operate if you were not doing your job, and I appreciate that very much. One of the lines I have always used for Jacqui, by the way, and I don't want to break my stride here, but she makes all of us look good.

As a side note: You mentioned the canvassing e-mails. Just in case you are unaware, there appears to be, from cases in both Michigan and Wisconsin, that your e-mails are not protected by academic freedom, and they do have the ability to get to public records like that. As far as I know, that has not happened in Indiana, but be forewarned that what you put in an e-mail is potentially available to the public if they so request.

6. Committee reports requiring action:

a. Nominations and Elections Committee (Senate Reference No. 10-15) – M. Kim:

M. Nusbaumer: Before you hand those out, we do have the opportunity to take nominations from the floor.

D. Moore: I would like to nominate Matthew Walsh for the General Education Subcommittee.

R. Barrett: I would like to nominate David Liu and Suining Ding for the Purdue University Committee on Institutional Affairs.

The Nominations and Elections Committee conducted the election to fill vacancies on Senate committees and subcommittees. (For results, see SR No. 10-20, attached).

b. Faculty Affairs Committee (Senate Document SD 10-15) – P. Dragnev:

P. Dragnev moved to approve Senate Document SD 10-15 (Recommended change to the Helmke Library P&T Procedure Document [SD 89-4]).

Motion to approve passed on a voice vote.

c. Educational Policy Committee (Senate Document SD 10-16) – J. Toole:

J. Toole moved to suspend the rules of the “IPFW Academic Regulations and Procedures, Section 14.2**Voting**. A final vote on proposed amendments may not be taken at the meeting or convocation in which the proposals are introduced.” Seconded.

Motion to suspend the rules passed on a voice vote.

J. Toole moved to approve Senate Document SD 10-16 (Proposed Amendment to the IPFW Academic Regulations and Procedures: Proposal to Change Academic Regulation 3.8.4 – Change of auditing option).

Motion to approve passed on a voice vote.

d. Educational Policy Committee (Senate Document SD 10-17) – J. Toole:

J. Toole moved to approve Senate Document SD 10-17 (Proposed Change in Procedure Requiring Instructors to Enter a Last Date of Attendance upon Assigning an F as a Final Course Grade).

Motion to approve passed on a voice vote.

e. Faculty Affairs Committee (Senate Document SD 10-18) – P. Dragnev:

P. Dragnev moved to approve Senate Document SD 10-18 (Proposed revision to the College of Visual and Performing Arts Promotion and Tenure Policies and Procedures).

Motion to approve passed on a voice vote.

7. Question Time (Senate Reference No. 10-16)

Q: Included in the agenda for the April 11, 2011 IPFW Senate meeting is a report from the Budgetary Affairs Subcommittee that has been submitted “for information only.”

An important section of that report contains five policy recommendations that passed the subcommittee by a unanimous 8-0 vote.

Would the administration speak to each of the recommendations and the policy issues that are raised?

Stanley Davis  
Speaker of the Indiana University faculty

M. Wartell: We do not disagree with any of the recommendations presented by BAS. We are committed to supporting the instructional mission of the University (Recommendation 1) and we appreciate BAS's willingness to add their endorsement to increase State funding for IPFW (Recommendation 5).

Furthermore, we understand the desire to reduce institutional support (Recommendation 4) and to increase academic support (Recommendation 3). We also would also like to see more research funding (Recommendation 2).

However it's not obvious that the IPEDS data presents a complete and consistent picture of how much an institution spends in each category. The report is prepared by Purdue University West Lafayette. It is generated by mapping account numbers to the various categories of the report. We have tried, on more than one occasion, to determine how different accounts are mapped to the categories. As the result of a previous study by BAS, Phil Grote spent a significant amount of time researching the mapping and was unable to gain enough detail to determine where several accounts were reported. For example within IPFW's data, we have questions about how IT Services, CELT, or ORES are reported. Their expenditures are likely classified as either academic support or institutional support. The IPEDS data could change dramatically if these expenditures were reported in one category versus another.

Further, the report does not necessarily present the whole story. For instance the research category shows expenditures totaling \$535,000 for IPFW in 2009. Our assumption is that this is the total expenditure from some sponsored research accounts. While there is no reason to doubt this amount, it does not include all of the expenditures for ORES, release time given to faculty who have active research programs, or the centers of excellence. All of these expenditures are directly related to research, but do not appear to be included in the research category. IPFW is actually spending much more on research than the report shows.

Finally, when comparing data among institutions, IPFW and the other Purdue-budgeted campuses have "other core expenses" which range from 3.4% to 6.8% of total expenditures. The other universities have 14.3% to 34.6% of their expenditures in this area. This obviously affects the "share of the whole" in all other categories and would imply that there are significant reporting differences between Purdue and other universities.

Again, we fundamentally agree with BAS's recommendations. We will continue to attempt to clarify the data to understand how IPFW really compares to other institutions.

8. New business:

Indiana University Committee on Institutional Affairs (SD 10-19) – S. Davis:

S. Davis moved to approve SD 10-19 (Establishment of Faculty Misconduct Policy).

Motion to approve passed on a voice vote.

9. Committee reports "for information only":

a. Executive Committee (Senate Reference No. 10-17) – K. Pollock:

K. Pollock presented Senate Reference No. 10-17 (Senate Membership, 2011-2012) for information only.

b. Executive Committee (Senate Reference No. 10-18) – K. Pollock:

K. Pollock presented Senate Reference No. 10-18 (End-of-the-Year Committee Reports) for information only.

c. Budgetary Affairs Subcommittee (Senate Reference No. 10-19) – B. Fife:

B. Fife presented Senate Reference No. 10-19 (Budgetary Affairs Subcommittee Biennial Report to the Senate) for information only.

10. The general good and welfare of the University:

Tina Grady presented a PowerPoint presentation on the Blue Ribbon Health Care Committee (see Attachment A).

A. Livschiz: In February, as reported in the February 14 minutes, I made several complaints about the IT Services problems in the Liberal Arts Building. I would like to go on record to say “thank you” because, after the meeting, I was contacted by somebody from IT Services. There are now a number of issues that are being worked on, so I just wanted to make known my appreciation of their reading the minutes and taking action.

The Third Annual Undergraduate History Department Conference is held this Saturday, April 16. We have 11 students – majors from history, political science, sociology, and English – who will be presenting their research. Presentation topics include church and heresy in the Middle Ages, 20<sup>th</sup>-century genocides and various aspects of American cultural history. Those who are interested in attending, please contact me so I can provide you with more information. There is also a breakfast and a lunch if you RSVP ahead of time. Hopefully we will see some of you there.

G. McClellan: It is a great conference.

It is Spring Fling and elections week, so you will see lots of activity around campus.

A number of people expressed concern about notification issues relative to the event hosted by one of our student organizations last fall, so I am letting you know that same student organization, Students for Bioethical Reform, has an event scheduled for April 18, and has not invited the national organization. They plan to be out in front of Walb holding some signs, and some of those signs may be pictures similar to those that were on the mall in the fall. The working group that came out of the faculty discussions has recommendations that are ready to be sent forth for consideration of policy changes. For now, this is your heads up.

M. Wartell: I presented the report on our progress on the Strategic Plan to the Purdue Board of Trustees last Friday. I have a copy of that. For those of you who are related to, friends with, or one of the people promoted and tenured, the Purdue Board just passed that this last week, so you should have gotten your letter.

Almost the entire meeting of the Purdue Board of Trustees was taken up with regional campus reports on the Strategic Plan, so little else was done. We do not know a whole lot more about the state budget, partly because of the walk-out and the slowness of the development of the budget this year. The Senate should come out with a budget eventually

to go to the conference committee, and the House and Senate budget will be brought together. It is very hard to tell what our tuition increase will be, but my guess is that it is not going to be massive. Things are very slow as a result of the problems in the legislature. I think we will see a lot more in the next week or two.

11. The meeting adjourned at 1:16 p.m.



Jacqueline J. Petersen  
Secretary of the Faculty



TO: The Faculty

FROM: Nominations and Elections  
Suining Ding  
Myeong Hwan Kim, Chair  
Alice Merz  
Zelimir Todorovic

DATE: April 11, 2011

SUBJECT: Senate Election Results

Here are the results of elections conducted recently by the Nominations and Elections Committee. In interpreting these election results, please remember that in some cases faculty were elected but were eliminated because their particular school had reached its maximum number of members on that committee.

SPEAKER OF THE PURDUE UNIVERSITY FACULTY  
Peter Dragnev, 2011-13

PRESIDING OFFICER  
Robert Barrett, 2011-12

BUDGETARY AFFAIRS SUBCOMMITTEE  
David Liu, 2011-14

CALENDAR SUBCOMMITTEE  
David Lindquist, 2011-13  
Jane Leatherman, 2011-13  
John O'Connell, 2011-13  
Jody Ross, 2011-13

CAMPUS APPEALS BOARD  
Solomon Isiorho, 2011-13  
John Niser, 2011-13  
Alternates  
Brenda Lundy, 2011-13  
Jody Ross, 2011-13  
Robert Vandell, 2011-13

CONTINUING EDUCATION ADVISORY SUBCOMMITTEE  
Susan Ahrens, 2011-14  
Sue Skekloff, 2011-14

CURRICULUM REVIEW SUBCOMMITTEE  
Ronald Duchovic, 2011-14  
Sue Skekloff, 2011-14

DEVELOPMENTAL STUDIES SUBCOMMITTEE

Chao Chen, 2011-14

Florence Mugambi, 2011-14

EDUCATIONAL POLICY COMMITTEE

Anne Argast, 2011-14

David Lindquist, 2011-14

Yvonne Zubovic, 2011-14

EXECUTIVE COMMITTEE

Margit Codispoti, 2011-12

Kathy Pollock, 2011-14

FACULTY AFFAIRS COMMITTEE

Margit Codsipoti, 2011-12

David Liu, 2011-14

Marcia Dixson, 2011-12

Mark Masters, 2011-12

GENERAL EDUCATION SUBCOMMITTEE

Andrew Downs, 2011-14

Ann Livschiz, 2011-14

GRADE APPEALS SUBCOMMITTEE

Susan Ahrens, 2011-14

Joe Nichols, 2011-14

Sally Hartman, 2011-14

Ali Rassuli, 2011-14

Brenda Lundy, 2011-14

HONORS PROGRAM COUNCIL

Chao Chen, 2011-13

Linda Wright-Bower, 2011-13

INDIANA UNIVERSITY COMMITTEE ON INSTITUTIONAL AFFAIRS

David Lindquist, 2011-14

Geralyn Miller, 2011-13

INTERNATIONAL SERVICES ADVISORY SUBCOMMITTEE

Myeong Hwan Kim, 2011-14

LIBRARY SUBCOMMITTEE

Barry Dupen, 2011-14

Linda Hite, 2011-14

PROFESSIONAL DEVELOPMENT SUBCOMMITTEE

Susan Ahrens, 2011-13

Peter Ng, 2011-13

Andrew Downs, 2011-13

Sue Skekloff, 2011-13

PURDUE UNIVERSITY COMMITTEE ON INSTITUTIONAL AFFAIRS

Abdullah Eroglu, 2011-14

David Liu, 2011-14

STUDENT AFFAIRS COMMITTEE

Chand Chauhan, 2011-13

Kathy Pollock, 2011-14

David Liu, 2011-14

Yvonne Zubovic, 2011-14

UNIVERSITY RESOURCES POLICY COMMITTEE

Anne Argast, 2011-14

Zeynep Isik-Ercan, 2011-13

Carol Crosby, 2011-14

Marc Lipman, 2011-14

Abdullah Eroglu, 2011-14

John Niser, 2011-13

STRATEGIC PLANNING & REVIEW COUNCIL (SPARC)

Todor Cooklev, 2011-14

Abraham Schwab, 2011-14

Senate Document SD 10-15  
(Amends SD 89-4)  
(Approved, 4/11/2011)

TO: IPFW Senate  
FROM: Faculty Affairs Committee  
DATE: March 17, 2011  
RE: Recommended change to the Helmke Library P&T Procedure Document (SD 89-4)

Whereas, the Promotion and Tenure Procedures of the Library, namely Procedures for Third-Year Review, are not consistent with SD 88-13 as amended on 3/15/2010;

Be it resolved that the following changes be made to the Library Promotion and Tenure procedures document, as attached.

TO: IPFW Faculty Affairs Committee

FROM: Helmke Library Promotion and Tenure Committee

DATE: October 7, 2010

RE: Recommended change to the Helmke Library P&T Procedure Document (SD 89-4)

Whereas, the Promotion and Tenure Procedures of the Library, namely Procedures for Third Year Review, are not consistent with SD 88-13 as amended on 3/15/2010.

Be it resolved that the following changes be made to the Library Promotion and Tenure Procedures Document, as attached.

Approving

T. Adkins

M. Baden

D. Buhr

M. Codispoti

J. Garrison

S. Johnson

F. Mugambi

P. Sandstrom

S. Skekloff

S. Durrant

Opposed

Absent

## PROCEDURES FOR LIBRARIANS' PROMOTION AND TENURE

### PREAMBLE:

IPFW Librarians are part of the Indiana University Libraries system and follow the system-wide procedures and criteria for promotion and tenure, as stated in Indiana University Libraries *Library Faculty Handbook* and approved in Senate Document SD 05-12. ~~These criteria are also stated in Senate Document SD 90-3.~~ With regard to promotion and tenure procedure on the IPFW campus, SD 88-13 (Section 1.3) charges each school/division faculty to approve department/program promotion and tenure committee composition and functions. This document is submitted to the Senate pursuant to SD 88-13, its provisions are subordinate to it, and revisions to it require Senate review.

### PROCEDURES:

#### *THE CAMPUS COMMITTEE*

The names of all eligible librarians will be placed on a ballot. All tenured and tenure-track librarians will vote for two candidates. Those two librarians who receive the highest number of votes will become the library's nominees for the Campus Committee. A tie vote will be decided by a run-off election. The names of the nominees will be forwarded to the chancellor by the ~~director~~ dean of the library.

#### *THE PRIMARY LIBRARY COMMITTEE*

The Primary Library Committee on Promotion and Tenure (henceforth referred to as the Primary Library Committee) will consist of all tenured librarians, excluding the ~~director~~ dean and the candidate(s). If fewer than three librarians are eligible to serve, all of the tenured and tenure-track librarians will submit to the ~~director~~ dean the names of three to five tenured faculty from other IPFW academic departments suitable to serve on the committee. From this list the ~~director~~ dean will solicit and appoint enough faculty to bring the committee membership to a minimum of three.

One tenured librarian will be elected by the committee to serve as chair each year. All members of the committee will vote on tenure and promotion cases. All full-time, tenure-track members of the department shall have the opportunity to review and comment on each case for promotion and tenure at the first meeting.

Cases will be decided according to the Indiana University Libraries system criteria as stated in the Indiana University *Academic Handbook* and in the Indiana University Libraries *Library Faculty Handbook*, and as approved by the Fort Wayne Senate in ~~SD 90-3~~ SD 05-12.

Each member's vote on a case will be openly declared. A simple majority of the ballots cast will constitute a positive recommendation by the Primary Library Committee. The chair will write a recommendation based on the vote. This recommendation will be reviewed and approved by the committee. All committee deliberations and recommendations are confidential and only the committee chair shall report the vote and the recommendation. At the time the case is sent forward to the next level, the chair will inform the candidate in writing of the vote and the recommendation with a statement of the reasons.

The case and the Primary Library Committee's recommendation will be forwarded to the library ~~director-dean~~ for his/her recommendation. The library ~~director-dean~~ will inform the candidate and the Primary Library Committee in writing of his/her recommendation with a statement of the reasons. The ~~dossier-case~~ is then routed in the manner set forth in the Indiana University Libraries *Library Faculty Handbook*.

### **PROCEDURES FOR THIRD YEAR REVIEW**

The Primary Library Committee will initiate a review of non-tenured librarians during the third year of faculty appointment at IPFW. This review will follow the guidelines and format for a promotion and tenure case outlined in the Indiana University Libraries *Library Faculty Handbook* and IPFW documents. The Primary Library Committee via the dean will notify all untenured librarians in the third year of their appointments that a promotion and tenure dossier should be prepared and submitted for the Primary Library Committee's review. This review will occur at the time of the fourth reappointment, that is, for reappointment for the fifth year of the probationary period, normally initiated during February of the third probationary year.

The third-year review has two main purposes. The first is to assist the candidate in the future preparation of a case for tenure and promotion to associate librarian. The second purpose is to provide the dean with faculty input regarding the retention and performance of the candidate prior to the penultimate year of appointment.

The third-year review case will include documentation in the areas of performance, professional development, research and/or creativity, and service. Preferably the case should be presented according to the dossier preparation guidelines in the Indiana University Libraries *Library Faculty Handbook* and IPFW dossier guidelines providing the candidate the opportunity to begin preparing his/her promotion and tenure dossier.

The chair of the Primary Library Committee will, with collaboration and approval of the committee members, submit a written evaluation of the progress of the candidate to the dean and the candidate. The evaluation should be in the form of a memo detailing the opinion of the committee on the documented performance of the candidate in the three areas of performance, professional development, research and/or creativity, and service.

The Primary Library Committee's recommendation regarding progress toward tenure and promotion based on this third-year review shall be considered by all other levels involved in making the reappointment recommendation during the third year.

Upon completion of the candidate's reappointment recommendation, the candidate may request to meet with the Primary Library Committee to receive advice.



Senate Document SD 89-4  
(Approved, 9/18/1989)  
(Amended & Approved, 10/8/1990)  
(Amended & Approved, 3/15/2004)  
(Amended & Approved, 4/11/2011)

## **PROCEDURES FOR LIBRARIANS' PROMOTION AND TENURE**

### **PREAMBLE:**

IPFW Librarians are part of the Indiana University Libraries system and follow the system-wide procedures and criteria for promotion and tenure, as stated in Indiana University Libraries *Library Faculty Handbook* and approved in Senate Document SD 05-12. With regard to promotion and tenure procedure on the IPFW campus, SD 88-13 (Section 1.3) charges each school/division faculty to approve department/program promotion and tenure committee composition and functions. This document is submitted to the Senate pursuant to SD 88-13, its provisions are subordinate to it, and revisions to it require Senate review.

### **PROCEDURES:**

#### ***THE CAMPUS COMMITTEE***

The names of all eligible librarians will be placed on a ballot. All tenured and tenure-track librarians will vote for two candidates. Those two librarians who receive the highest number of votes will become the library's nominees for the Campus Committee. A tie vote will be decided by a run-off election. The names of the nominees will be forwarded to the chancellor by the dean of the library.

#### ***THE PRIMARY LIBRARY COMMITTEE***

The Primary Library Committee on Promotion and Tenure (henceforth referred to as the Primary Library Committee) will consist of all tenured librarians, excluding the dean and the candidate(s). If fewer than three librarians are eligible to serve, all of the tenured and tenure-track librarians will submit to the dean the names of three to five tenured faculty from other IPFW academic departments suitable to serve on the committee. From this list the dean will solicit and appoint enough faculty to bring the committee membership to a minimum of three. One tenured librarian will be elected by the committee to serve as chair each year. All members of the committee will vote on tenure and promotion cases. All full-time, tenure-track members of the department shall have the opportunity to review and comment on each case for promotion and tenure at the first meeting.

Senate Document SD 89-4  
(Approved, 9/18/1989)  
(Amended & Approved, 10/8/1990)  
(Amended & Approved, 3/15/2004)  
(Amended & Approved, 4/11/2011)

Cases will be decided according to the Indiana University Libraries system criteria as stated in the Indiana University *Academic Handbook* and in the Indiana University Libraries *Library Faculty Handbook*, and as approved by the Fort Wayne Senate in SD 05-12.

Each member's vote on a case will be openly declared. A simple majority of the ballots cast will constitute a positive recommendation by the Primary Library Committee. The chair will write a recommendation based on the vote. This recommendation will be reviewed and approved by the committee. All committee deliberations and recommendations are confidential and only the committee chair shall report the vote and the recommendation. At the time the case is sent forward to the next level, the chair will inform the candidate in writing of the vote and the recommendation with a statement of the reasons.

The case and the Primary Library Committee's recommendation will be forwarded to the library dean for his/her recommendation. The library dean will inform the candidate and the Primary Library Committee in writing of his/her recommendation with a statement of the reasons. The case is then routed in the manner set forth in the Indiana University Libraries *Library Faculty Handbook*.

### ***PROCEDURES FOR THIRD YEAR REVIEW***

The Primary Library Committee will initiate a review of non-tenured librarians during the third year of faculty appointment at IPFW. This review will follow the guidelines and format for a promotion and tenure case outlined in the Indiana University Libraries *Library Faculty Handbook* and IPFW documents. The Primary Library Committee via the dean will notify all untenured librarians in the third year of their appointments that a promotion and tenure dossier should be prepared and submitted for the Primary Library Committee's review. This review will occur at the time of the fourth reappointment, that is, for reappointment for the fifth year of the probationary period, normally initiated during February of the third probationary year.

The third-year review has two main purposes. The first is to assist the candidate in the future preparation of a case for tenure and promotion to associate librarian. The second purpose is to provide the dean with faculty input regarding the retention and performance of the candidate prior to the penultimate year of appointment.

The third-year review case will include documentation in the areas of performance, professional development, research and/or creativity, and service. Preferably the case should be presented according to the dossier preparation guidelines in the Indiana

University Libraries *Library Faculty Handbook* and IPFW dossier guidelines providing the candidate the opportunity to begin preparing his/her promotion and tenure dossier. The chair of the Primary Library Committee will, with collaboration and approval of the committee members, submit a written evaluation of the progress of the candidate to the dean and the candidate. The evaluation should be in the form of a memo detailing the opinion of the committee on the documented performance of the candidate in the three areas of performance, professional development, research and/or creativity, and service.

The Primary Library Committee's recommendation regarding progress toward tenure and promotion based on this third-year review shall be considered by all other levels involved in making the reappointment recommendation during the third year.

Upon completion of the candidate's reappointment recommendation, the candidate may request to meet with the Primary Library Committee to receive advice.

TO: Fort Wayne Senate

FROM: Educational Policy Committee  
James Toole, Chair

DATE: March 3, 2011

SUBJ: Proposed Amendment to the IPFW Academic Regulations and Procedures:  
Proposal to Change Academic Regulation 3.8.4 – Change of auditing option

DISPOSITION: To the presiding officer for implementation

WHEREAS, IPFW's Academic Advising Council has urged reconsideration of SD 09-13, which amended the academic regulations to require the signature of the course instructor in addition to the signature of the academic advisor when a student wishes to change to audit status, and;

WHEREAS, a credit-to-audit decision sometimes must be made under time pressure, at which point it can be hard to acquire two signatures, and;

WHEREAS, it can be particularly hard for distance education students to acquire two signatures, and;

WHEREAS, a poor grade resulting in part from a failure to change from credit to audit can harm not only a GPA but also insurance and financial aid eligibility, and;

WHEREAS, it is possible to notify instructors of credit-to-audit decisions without requiring an instructor signature on the schedule revision form;

BE IT RESOLVED, that Academic Regulation 3.8.4 – Change of auditing option be amended as follows:

3.8.4 Change of auditing option. A student may alternate between audit and credit status during an academic session. A change from audit to credit may occur only during the first four weeks; a change from credit to audit may occur only during the first nine weeks. Changes of auditing status require the signature of the course instructor ~~and~~ **or** academic advisor next to the appropriate notation on the schedule-revision form.

TO: Fort Wayne Senate

FROM: Educational Policy Committee  
James Toole, Chair

DATE: March 23, 2011

SUBJ: Proposed Change in Procedure Requiring Instructors to Enter a Last Date of Attendance upon Assigning an F as a Final Course Grade

DISPOSITION: To the presiding officer for implementation

WHEREAS, Federal law requires that instructors submit a last date of attendance for any student who is assigned an F as a final course grade and who receives financial aid or Veterans' benefits, and;

WHEREAS, the current process for acquiring last dates of attendance for such students costs the Financial Aid Office considerable time and money, and;

WHEREAS, not all instructors respond to the Financial Aid Office's requests for last dates of attendance, a situation that leaves IPFW outside of full compliance with Federal law, and;

WHEREAS, Banner already has the functionality to require entry of a last date attendance for any student assigned a particular grade;

BE IT RESOLVED, that the Registrar shall program Banner to require instructors to enter a last date of attendance for any student assigned an F as a final course grade.

Senate Document SD 10-18  
(Supersedes SD 92-25)  
(Approved, 4/12/1993)  
(Approved, 4/11/2011)

TO: IPFW Senate

FROM: Faculty Affairs Committee

DATE: March 25, 2011

RE: Recommended revision of VPA College P&T Policies and Procedures  
(supersedes SD 92-25)

DISPOSITION: To the Presiding Officer for implementation

Whereas, the Faculty Affairs Committee of the College of Visual and Performing Arts has greatly revised their Promotion and Tenure Policies and Procedures document;

Be it resolved that SD 10-18 supersede the current document, SD 92-25 (amended by SD 97-21), as attached.

## **College of Visual and Performing Arts Promotion and Tenure Policies and Procedures**

### **PREAMBLE**

Fort Wayne Senate Document 88-13 charges each school/division faculty (1) to approve department/program promotion and tenure committee composition and functions (Section 1.1) and (2) to establish, with approval by the Senate, school/division promotion and tenure committee composition and functions (Section 1.3). This document is submitted to the Senate pursuant to FWSD 88-13, its provisions are subordinate to it, and revisions to it require Senate review.

The University criteria for tenure and promotion, as stated in SD 88-25, provide the framework for this decision process. Guidelines for all faculty members seeking promotion and/or tenure are found in SD 94-3. In all tenure and promotion cases, candidates must refer to the tenure and promotion criteria listed by their departmental governance document.

### **1.0 CRITERIA FOR TENURE**

Tenure at any rank is based upon a record of satisfactory teaching, research/creative endeavor, and service, including the faculty member's particular contributions to the mission of his or her academic unit, as well as expectations for what the faculty member will achieve in these areas in the future. The granting of tenure is a commitment by the University for the working lifetime of the faculty member that provides him or her the opportunity to continue teaching, studying and serving in an academic community.

The award of tenure at the end of the probationary period as an assistant professor is linked to promotion. This connection is appropriate and even natural. In many careers the duration of the probationary period and the time needed to build a record in teaching, research, and service meriting promotion to associate professor are equal, and the university can address the separate decisions simultaneously. SD 88-25 details the process when, in exceptional circumstances, these decisions may not be made at the same time.

### **2.0 CRITERIA FOR PROMOTION**

The general bases for promotion in the College of Visual and Performing Arts are teaching, research/creative endeavor and service. A faculty member is expected to achieve excellence in one area and competence in the other two as appropriate to rank proposed and in accordance with department, college, and campus guidelines. The area of excellence will be indicated in the nominee's statement.

#### **2.1 Teaching**

##### **2.1.1 Competence**

To be considered competent in teaching, all IPFW faculty are expected to be effective teachers of their discipline and to have demonstrated a significant commitment to teaching.

### **2.1.1 Excellence**

SD 88-25 states, “a candidate who excels in teaching is one who guides and inspires students and stimulates their intellectual interest and enthusiasm; one who displays a spirit of scholarly inquiry which leads him/her to develop and strengthen courses content in the light of developments in the field, as well as to improve methods of presenting material.”

A candidate preparing a case based on excellence in teaching will include multiple measures of effectiveness of teaching that document the individual’s contributions to teaching at the university and beyond. Written student evaluations must be included. Additional indicators of teaching excellence could include successful course and curriculum development, direction of independent studies or projects, collaborative efforts with students on research or creative projects, pre-course/post-course assessments, and indications of student achievement outside the classroom and after graduation. Pedagogical publications, lectures, workshops and other activities centered on the scholarship of teaching and learning also provide evidence of teaching excellence that extends beyond the local classroom to the state, regional or national level, as appropriate to the rank and according to departmental guidelines.

OAA Memorandum 03-2, “Example for Documenting and Evaluating Teaching,” offers additional suggestions to help departments establish appropriate standards for documenting and evaluating teaching. Departments of the College of Visual and Performing Arts should consider the unique qualities of teaching in their disciplines (studio classes, rehearsals, private lessons) and develop and utilize appropriate rubrics for different settings.

A faculty member basing a case on excellence in teaching will submit a portfolio of teaching materials for external review. The teaching portfolio may include course materials, descriptions of teaching methods, videos of teaching, statements of teaching philosophy and other materials deemed appropriate. Procedures and expectations for obtaining external letters of review are specified in section 3.3 of this document.

## **2.2 Research, Scholarship, and/or Creative Endeavor**

### **2.2.1 Competence**

The expectation is that all IPFW faculty are to be engaged in on-going programs of research, scholarship or creative endeavor that are presented to audiences at IPFW, to peers at other institutions, and to other audiences beyond the campus.

### **2.2.1 Excellence**

According to SD 88-25, “a candidate who excels in research is involved in scholarly or creative endeavor appropriate to the candidate's discipline. The results of the research should have been evaluated by authorities in the field.”

A case based on excellence in research or creative endeavor will document that work appropriate to the area of specialization has been carried out, submitted for external evaluation and deemed excellent as evidenced by commissions, exhibition, public performance, publication or other appropriate methods as outlined by departmental governance document. Evidence such as peer evaluation, published reviews of creative endeavor, acceptance rates of juried venues, or letters of invitation may be included. Expectations are for work off-campus at the state, regional, or national level appropriate to the rank and according to departmental guidelines.

OAA Memorandum 05-6, “Examples for Documenting and Evaluating Faculty Research, Scholarship, and Creative Endeavor,” offers additional suggestions to help departments establish



appropriate standards for documenting and evaluating creative products, performances and exhibits. Departments of the College of Visual and Performing Arts should consider the unique qualities of the fine arts and develop and utilize appropriate rubrics that parallel those used in other disciplines.

A faculty member basing a case on excellence in research or creative endeavor will submit representative creative work, published materials, audio or video recordings of performances, works of art, or other appropriate scholarly material for external review. Procedures and expectations for obtaining external letters of review addressing research/creative endeavor are specified in section 3.3 of this document.

## **2.3 Service**

### **2.3.1 Competence**

All faculty are expected to participate in opportunities for service such as the committee work of the department and college, and are encouraged to participate in professional organizations and to contribute their expertise on the local, state and national levels.

### **2.3.2 Excellence**

SD 88-25 states, “A candidate who excels in service contributes in one or more of the following areas: Institutional service, professional service to the community, or service to the profession. The evaluation of service should be supported by evidence drawn from various sources.”

A case based on excellence in service will document a record of significant contributions over time that are based on the faculty member’s recognized expertise. On the campus level, noteworthy work in university governance, administrative service to the department or college, service to students, or work in university-community partnerships may indicate excellence in service. Service to the profession may include leadership in national organizations, or serving as an editor, reviewer, adjudicator or competition juror.

OAA Memorandum 04-2, “Examples for Documenting and Evaluating Faculty Service,” provides guidance and examples for documenting and evaluating faculty service. Departments of the College of Visual and Performing Arts should consider which service opportunities are unique to the fine arts disciplines and develop appropriate standards for evaluating work in this area.

It is expected that multiple sources of evidence be utilized to document the importance of the faculty member’s role and the impact of the service. Third party evaluations, committee reports of outcomes, or records of presentations or publications may be part of this evidence.

## **2.4 Application of Criteria to Different Ranks**

When considered for promotion, the individual should be assessed in light of all three criteria above. Favorable action shall result when the individual has demonstrated, in one area of endeavor, a level of excellence appropriate to the proposed rank. Failure to promote may arise, however, from unsatisfactory performance in the other areas.

### **Promotion to Assistant Professor**

Promotion to Assistant Professor is based upon a strong academic record, and the individual should have completed a terminal degree. There should be clear indications that the individual possesses those qualities that will eventually assure promotion to the rank of Associate Professor.

### **Promotion from Assistant Professor to Associate Professor**

Promotion to Associate Professor is based upon actual performance and the potential for continued professional growth. Criteria are based upon department promotion documents and must reflect state and/or regional recognition.

### **Promotion from Associate Professor to Professor**

Promotion to Professor is awarded to individuals recognized by professional peers as authorities in their fields. It is expected that candidates will have made important and recognized contributions in at least one of the areas: teaching, research and service. Candidates will be recognized and respected in state, regional, or national educational and professional circles. Criteria are based upon department promotion documents and must reflect national recognition.

## **3.0 PROCEDURES**

### **3.1 Timetable**

Each faculty member must be considered for tenure no later than during the penultimate year of the contractual probationary period. In a case where extraordinary personal circumstances may have an adverse affect on the faculty member's academic performance, an exception to the normal policy may be considered. Senate Document 91-20 presents guidelines and procedures for extending the probationary period for justifiable cause.

### **3.2 Development and Presentation of the Case**

Each candidate must prepare a dossier for Promotion and/or Tenure in accordance with the Faculty Promotion and Tenure Dossier Format Guidelines, Office of Academic Affairs Memorandum 99-1, or subsequent revision.

Each case for promotion and tenure shall be forwarded to the Department Committee by the date stipulated by the Department. The Dean of the College of Visual and Performing Arts shall determine and publish the College level due dates each year, allowing sufficient time for the case to be considered in turn by the Department Committee, Department Chair, College Committee and Dean before the date it is due to the University Committee.

No further revisions or addenda to the case are allowed after it has been submitted to the College Committee, with the exception of minor spelling or grammar corrections or the addition of awards or notice of publications received after the case was submitted. Any changes made to the case on the recommendation of the Department Chair must be forwarded to the previous decision level. Both the Department Committee and the College Committee will conduct open ballots on each promotion case and each tenure case. The results of the vote and a letter detailing the recommendation will be appended to the case as it is forwarded to the next level. The administrator or committee chair at each level will inform the candidate in writing of the vote or recommendation on the nomination, with a clear and complete statement of the reasons. At the time the case is sent forward to the next level, the administrator or committee chair will also send a copy of the recommendation and statements of reasons to the previous level(s).

The candidate has the opportunity to provide written response at all levels within the College which will be forwarded with the case. A case may be withdrawn when it is being considered by the Department or College, except for tenure cases in the penultimate year.

### **3.3 External Review Process**

Each promotion or tenure dossier will include a minimum of six independent external review letters evaluating the candidate's area of excellence.

By March of the calendar year in which the case will be presented, the candidate and department chair together develop a list of potential reviewers, with the majority of names coming from the chair. The rank of the evaluators should be that to which the candidate seeks promotion or higher, and their credentials should identify them as competent and respected in their field. Professionals from outside academia should also be recognized as experts in their respective fields. Co-authors, doctoral chairs, or friends of the candidate are not appropriate reviewers. The chair will contact each individual to determine willingness to serve as a reviewer.

Materials sent to external reviewers will include a copy of the candidate's CV; information about IPFW, including teaching load and research expectations; and department, college and campus promotion and tenure criteria. As described above, materials supporting a case based on excellence in teaching may include a teaching portfolio or other evidence of teaching excellence; a case based on research may include several key pieces of published research; one based on creative endeavor may include slides, recordings, compositions, or video.

Evaluators should be asked to review the candidate's work in accordance with the promotion and tenure criteria provided. They may also be asked to comment on the significance of the work, its contributions to the field, and the quality of the journals, performing venues or galleries that are referenced. Evaluators should not be asked if they would tenure or promote the candidate at their campus.

Review letters will be made available to the candidate so they can be summarized in the dossier. The reviewers should be aware of this understanding.

When preparing the case, the faculty member should include the evaluators' CVs, their relationship to the candidate, if any, a copy of the letter that was sent to them, and an account of the process used to obtain the reviews. All solicited letters will be included.

## **4.0 DECISION LEVELS**

### **4.1 Committee Composition and Procedures**

Nominations for promotion and/or tenure are considered at several levels. The preponderance of the evaluation of a candidate shall occur at the first (departmental) level.

The department level excepted, no individual shall serve in a voting or recommending role at more than one decision level. In order that this be accomplished, the campus committee shall be filled before College Committee.

No person shall serve as a voting member of any committee during an academic year in which his or her nomination for promotion or tenure is under consideration, nor shall any individual make a recommendation on his or her own promotion or tenure nomination.

The deliberations of committees at all levels shall be strictly confidential, and only the committee chair may communicate a committee's decision to the candidate and to the next level. Within the confidential discussions of the committees, each member's vote on a case shall be openly declared.

### **4.2 Department Committee**

The composition and function of the department committee shall be established according to a procedure adopted by the faculty of the department and approved by the faculty of the College. The Senate shall have the right of review of this procedure. The department committee shall follow

procedures established by the faculty of the College or, in the absence of such procedures, by the Senate.

All full-time tenure-track members of the department should be consulted about each case for promotion and tenure. The majority of the departmental committee shall be persons possessing the same or higher rank to which a candidate aspires. If fewer than three persons are eligible to serve on the department committee, the department shall submit to the Chair the names of faculty members from other departments whom it deems suitable to serve on the department committee. From this list, the Chair shall appoint enough faculty members to bring the committee membership to between three and five.

#### **4.3 College Committee**

The members of the College Committee shall be elected by the voting faculty of the College of Visual and Performing Arts according to procedures established by that faculty as articulated in VPA "Governance Document," 93-1, revised 4/02. The committee is comprised of five tenured associate or full professors representing all four departments. The College Faculty Affairs Committee will solicit at least five nominees and will submit these names to the faculty by mail ballot. The nominee from each department with the highest vote total will be declared elected. The nominee with the next highest vote total will be selected as the at-large member of the committee. The committee will elect a chair from the voting faculty members.

Members voting on a case should be at the same or higher rank to which a candidate aspires. In years in which a case for full professor is before the committee, each department will forward names of eligible committee members to the Dean, who will supplement the list with others from outside the College to constitute a committee of five members to consider that case.

Department chairs may not serve in the years when cases from their respective departments are being presented, except in such case as the eligible voting members in that department be too few, in which case the chair could serve at the specific request of the department.

#### **4.4 Campus Committee**

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

TO: Fort Wayne Senate

FROM: Indiana University Faculty Board of Review  
Stanley Davis, Chairperson

SUBJECT: Establishment of Faculty Misconduct Policy

DATE: April 11, 2011

DISPOSITION: To the Presiding Officer for implementation

WHEREAS, Indiana University's "Guiding Principles for Faculty Review" require (IU document attached):

"3. Procedures, adopted by faculty governance, for review, remediation, and sanction (including sanction of dismissal) of faculty conduct that violates the rules of the University or fails to meet generally understood and accepted standards of professional conduct.

The procedures for review, remediation, and sanction of faculty conduct shall:

- A. Preserve academic freedom.
- B. Protect due process.
- C. Recognize situational differences of diverse faculty.
- D. Establish professional development as a goal.
- E. Define a mechanism for initiating the in-depth review process.
- F. Rely upon peer review at all steps in the process.
- G. Incorporate existing faculty review mechanisms.
- H. Include the concept of intermediate sanctions prior to dismissal proceedings.
- I. Establish dismissal process consequent to misconduct or incompetence.
- J. Specify outcome criteria for assessment of the effectiveness of the policy at the time of implementation of the policy"; and

WHEREAS, the additional procedures are beyond the current scope of procedures that are currently part of the IU Faculty Board of Review guidelines (5.3.1.1.1, attached); and

WHEREAS, this policy provides procedural protection to all parties involved;

BE IT RESOLVED, that the Senate approve the attached policy on procedures for the IU Faculty Board of Review to follow in resolving faculty misconduct.

**INDIANA UNIVERSITY - PURDUE UNIVERSITY FORT WAYNE (IPFW)  
FACULTY MISCONDUCT POLICY**

**I. Scope and Definition:**

This policy provides procedures to review complaints against faculty members of substantial or chronic incompetence or misconduct, limited to violations of formal rules of the University, such as violations of the Code of Academic Ethics, or failure to meet generally understood and accepted standards of professional conduct. Communication and action protected by principles of academic freedom may not be judged misconduct.

When deficiencies are found pursuant to this policy, the Committee may recommend development of a program to remedy those deficiencies (see V.G.3 below) or a range of sanction, including dismissal (see V.G.4 below).

The faculty members covered by this policy shall include all Indiana University mission tenured and tenure-eligible faculty and librarians at IPFW.

**II. Committee Membership:**

As the need arises, the elected faculty representatives of the IPFW Faculty Senate shall elect five tenured members of the Indiana University voting faculty as the IPFW Faculty Misconduct Review Committee and five tenured members of the Indiana University voting faculty members to serve as alternates. The Indiana University Speaker, upon notification, will send ballots to all Indiana University voting faculty at IPFW to assure the timely election of committee members. The members of the Committee shall select their own presiding officer immediately following their election. The members and alternates shall hold office until they complete the review of any case which they have begun to consider. At least two years shall elapse between terms of office of members of the Committee. The Indiana University Speaker will serve as an ex officio member of the Committee.

In offering nominations for election to the Faculty Misconduct Review Committee, consideration should be given to representation across academic ranks and among divisions of IPFW.

**III. Definitions:**

For all purposes of this policy, the following terms shall have the meanings specified below:

A. "Chair" shall mean the presiding officer of the Committee.

B. "Committee" shall mean the IPFW Faculty Misconduct Review Committee, as duly constituted pursuant to this resolution.

C. "Dean" shall mean the person who submits a Request under V.A.1 herein for review of a Faculty Member's alleged misconduct.

D. "Faculty Member" is the person whose alleged misconduct is subject to a review by the Committee.

E. "FBR" shall mean the IPFW IU Faculty Board of Review, as duly constituted under Grievance and Review Procedures of the Indiana University mission tenured and tenure-eligible faculty and librarians at IPFW.

F. "Parties" shall mean the Dean and the Faculty Member.

G. "Procedures" shall mean the procedures set forth below in part V of this policy.

H. "Request" shall mean the written complaint by a Dean (or, in cases under V.D.1 herein, by the Vice Chancellor for Academic Affairs) to the Committee seeking a review of a Faculty Member's conduct pursuant to these Procedures.

I. "Working Day" shall mean any day during the semester other than a Saturday, Sunday or holiday on which the United States Postal Service is authorized to close.

#### **IV. Conflict of Interest:**

Members of the Committee shall recuse themselves from a review if they hold an appointment in the Faculty Member's department (or school in the case of units that are not organized by departments), or if there is any other relationship with the Faculty Member that constitutes, or that creates the appearance of constituting, a conflict of interest. If a member of the Committee cannot serve during a review, the Chair of the Committee shall select an alternate member from the pool of elected alternates.

#### **V. Procedures:**

##### *A. Complaint Initiation and Notification*

1. A Request for a review of complaints of misconduct shall be submitted to the Indiana University Speaker by the Dean of the Faculty Member's school. Such requests shall be in writing and be signed by the Dean. At the same time, the Dean shall give a copy of the Request to the Faculty Member.

2. Such Request shall set forth, in reasonable detail, the nature of the alleged misconduct, and shall include a statement as to prior efforts made to resolve the complaints by negotiation. The Request shall also contain notice if the Dean seeks dismissal of the Faculty Member based on the alleged misconduct.

3. The Committee shall notify the Faculty Member in writing of its receipt of a Request, and

shall provide to the Faculty Member, along with the notice, copies of:

- a. the IPFW Faculty Review of Misconduct Committee Policy and Procedures;
- b. an explanation of the Faculty Member's rights and responsibilities under these Procedures, and also of his or her right to submit a written response to the allegations;
- c. the current membership of the Committee, including alternates; and
- d. the Request.

4. The Faculty Member may submit a written response to the allegations in the Request within 15 Working Days of the date of the receipt of the notification under V.A.3 above.

5. Upon receipt of a Request, the Chair of the Committee, in consultation with the other members of the Committee, shall initiate efforts to have the Parties resolve the complaints raised by the Request using "informal adjustment." The term "informal adjustment" means alternative dispute resolutions, such as negotiation or mediation, to achieve mutually agreeable settlements. Any such settlement may be recorded at the request of the Faculty Member. In cases where the Parties cannot negotiate an informal adjustment, and in cases where the Committee determines such informal adjustment is not appropriate, the Committee shall provide written notification of such determination to the Dean and the Faculty Member within 30 Working Days from receipt of the Request.

6. The Committee, based on the Dean's Request and the Faculty Member's written response, may decline to proceed if it determines there is an insufficient basis to merit formal proceedings and shall, in that case, proceed to make its recommendation accordingly pursuant to V.G below. The Parties shall be notified in writing of such a decision within 10 Working Days after receipt of the Faculty Member's response, but in any case no later than 25 Working Days after the date of the Request.

*B. Commencement of Review Hearings:*

1. In the event that no informal adjustment is reached by the Parties, the Chair shall convene a hearing before the Committee to review the allegations presented in the Request. Such hearing shall begin within 20 Working Days after the expiration of the notification and response period under V.A.4. Notice of the date, time and place shall be given to all Parties, including the Faculty Member's counsel or advisor, if known.

2. The Faculty Member and the Dean may be represented by counsel or other advisors of his or her choosing during the proceedings, which counsel, in the case of the Dean, may be the University Counsel.

a. Counsel shall be entitled to fully participate in the hearing, including the examination of witnesses.



b. With the consent of the Faculty Member, a representative of a responsible educational association will be permitted to attend the proceedings as an observer.

3. The Faculty Member may object to the Committee membership on the grounds of Conflict of Interest or inability to render an unbiased judgment. Objections shall be made in writing to the Chair within 5 Working Days after notification of the membership, pursuant to V.A.3.c above. The Committee, acting without the participation of the members objected to, shall consider the objections and, if reasonable, the Chair shall replace the person(s) with alternate(s) who do not have a Conflict of Interest.

### *C. Due Process*

1. In all of its proceedings the Committee shall be governed by principles of due process and orderly procedures for ensuring the impartial examination by the Committee of all pertinent facts, University policies and procedures, and the legitimate interests of all parties involved.

2. The Faculty Member shall be afforded an opportunity to obtain necessary witnesses, and documentary and other evidence.

a. The Faculty Member and the Dean will provide to the Committee and to each other the names of all persons he or she wishes to call to testify within 5 Working Days after notice of the date set for the hearing. Thereafter witnesses may be added only with the consent of the committee.

b. The Committee and the Administration will cooperate in securing witnesses and making available documents and other evidence.

c. The Parties shall have the right to examine all witnesses. Where the witnesses cannot or will not appear, but the Committee determines that the interests of justice require admission of their statements, the Committee will identify the witnesses, disclose their statements, and, if possible, provide for interrogatories.

3. Hearings will be closed to the public unless the Faculty Member requests an open hearing. Requests for an open hearing shall be made to the Chair of the Committee in writing no later than 10 Working Days prior to the date set for the hearing. "Open" means any person may attend the proceedings; "Closed" means that the meetings shall be attended only by the Faculty Member, the Dean, representatives of the Faculty Member and the Dean, members of the Committee, approved observers, and any witnesses that the Parties may request to be present. The Committee, however, in its discretion, may require that witnesses be excluded from any hearing prior to their own testimony.

4. An audio or video tape recording of the proceedings shall be made, and a copy shall be provided to each Party. The audio or video tape shall be maintained as part of the record pursuant to V.I.

5. The Faculty Member may, in his or her sole discretion, waive the right to a hearing hereunder or stipulate to certain facts.

*D. Emergency Cases:*

1. In cases of alleged misconduct which the Vice Chancellor for Academic Affairs determines require immediate actions to protect the interests of members of the University community, the Faculty Member may be suspended with pay or reassigned. The Vice Chancellor for Academic Affairs shall give the Faculty Member notice of the emergency action and shall offer the Faculty Member the opportunity for an informal conference to discuss the emergency action.

2. If the Faculty Member objects to the propriety of the emergency action, the Faculty Member shall notify the Vice Chancellor for Academic Affairs and the Committee of that fact in writing. The Vice Chancellor for Academic Affairs shall, within 2 Working Days, provide the Committee and the Faculty Member a memorandum specifying the information on which the Vice Chancellor for Academic Affairs is acting and the reasons why that information justifies the emergency relief. The Faculty Member shall submit to the Committee and the Vice Chancellor for Academic Affairs a memorandum containing information and argument opposing the emergency relief within 2 Working Days of receipt of the Vice Chancellor for Academic Affairs' memorandum. The Committee shall furnish its recommendation on the propriety of the emergency action to the Vice Chancellor for Academic Affairs and the Faculty Member within 2 Working Days of receipt of the Faculty Member's memorandum.

3. When emergency action has been taken, the Vice Chancellor for Academic Affairs shall immediately submit a Request setting forth in reasonable detail the nature of the alleged misconduct and the sanctions the University seeks to impose. The Committee shall provide the Faculty Member with written notice of the Vice Chancellor for Academic Affairs' Request and with the documentation called for in V.A.3 above. The Faculty Member shall have 15 Working Days from the date of notice to provide a written response. The Chair shall convene a hearing to review the allegations presented in the Request within 25 Working Days after the date of the Request. Notice of the date, time and place of the hearing shall be given to all Parties, including the Faculty Member's counsel or advisor, if known. The Hearing will be governed by the provisions of V.B.2 and V.B.3 and V.C above. The Committee shall make its findings and recommendations pursuant to V.F. and V.G as soon as possible, but in any case within 10 Working Days of completion of the hearing.

*E. Privacy:*

Except in the cases of open hearings pursuant to V.C.3 above, and, except for simple announcements as may be required, such as the time of the hearing and similar matters, public statements and publicity about the case by either Party shall not be allowed until the proceedings have been completed, including consideration by the FBR. The members of the Committee and all persons contacted in connection with the Committee's review shall be reminded that they are responsible for maintaining confidentiality of the case.

*F. Findings:*

1. No deficiencies:

If the Committee finds that the Faculty Member has met accepted standards of conduct, the Committee shall make its recommendation accordingly pursuant to V.G below.

2. Some deficiencies, but deficiencies not substantial or chronic:

If the Committee identifies some deficiencies in the Faculty Member's conduct, but these deficiencies are not judged to be substantial or chronic, the Committee will state their findings, in writing as provided in V.G below.

3. Substantial or chronic deficiencies:

If the Committee determines that there are substantial or chronic deficiencies in the Faculty Member's conduct, the Committee will state their findings in writing as provided in V.G below.

*G. Recommendations:*

1. The Committee shall render its written findings and recommendations within 15 Working Days of completion of a hearing. Whether or not there was a hearing, the Committee shall document its findings in a report that specifies the allegations, summarizes relevant information, and states the conclusions reached and the evidence on which it reached those conclusions. It should make explicit findings of fact with respect to each allegation and list the evidence relevant to that finding. The decision should then state the Committee's recommendations. The report and other retained documentation must be sufficiently detailed to serve as a basis for the Dean's action on the Committee's recommendations and to permit a later review by the FBR, should the Faculty Member grieve the Dean's actions. The factual findings of the Committee shall be conclusive on any later FBR proceeding.

2. Findings of misconduct and recommendations of sanctions shall be based on substantial evidence developed in the hearing record considered as a whole. Based on its findings, the Committee may recommend that no action is warranted, that a remediation plan be developed pursuant to V.G.3 below, or that sanctions be imposed pursuant to V.G.4 below.

3. The Committee may recommend a plan designed to assist the Faculty Member in remedying the identified deficiencies.

a. The plan will be developed by the Dean, or other administrative officer appointed by the Dean, and the Faculty Member.

b. At the request of either the Faculty Member or the Dean or such other administrative officer, the assistance of a third party (a mediator or a professional expert in the problem area identified) will be provided to assist in the development of the plan.

c. A plan should identify the deficiencies to be addressed, define goals or outcomes that are needed to remedy the deficiencies, outline the specific activities and programs that should be completed to achieve these goals and outcomes and indicate the appropriate benchmarks to be

used in monitoring progress.

d. If agreement on the plan cannot be reached within three months of the date of the Committee's written recommendations, either party may petition the Committee, as provided for in V.H.1 hereof.

4. The Committee may recommend any of the following sanctions:

a. A written reprimand with a warning that additional sanctions will be imposed if there is a repetition or continuation of the misconduct.

b. Salary penalties.

c. A probationary period during which the Faculty Member must abide by certain specified conditions or be subject to the imposition of further sanctions.

d. A temporary suspension without pay.

e. Dismissal, provided, that the Faculty Member had notice of the possibility of dismissal pursuant to V.A.2 above.

5. On its completion, the Committee's report shall be forwarded to the Dean and the Faculty Member. In cases in which dismissal is recommended, the report shall also be sent to the Vice Chancellor for Academic Affairs.

6. Either Party shall have 10 Working Days to submit written comments to the Committee and the other Party. The Committee shall consider such comments and make any changes to its recommendations it determines are reasonable. Written notification of the Committee's decisions shall be given to both Parties.

#### H. *Further Proceedings:*

1. In the event that the Parties cannot agree on a remediation plan as recommended by the Committee within three months after the recommendation, either Party may petition the Committee in writing (with a written copy to the other Party) for a proceeding on the matter.

a. Such petition shall describe in detail the status of discussions and the terms of any plan presented and the areas of disagreement.

b. The other Party may submit a written response within 5 Working Days.

c. The Committee shall set a date for a proceeding not less than 15 Working Days after receipt of the petition for review.

d. The Committee, in its discretion, may meet with each of the Parties, alone or together. The Parties may have a representative with him or her, but such person may not participate in the

Committee's proceedings.

e. The Committee shall within 15 Working Days of the proceeding produce a remediation plan binding on the Parties or make such other recommendations it determines are warranted under these procedures, subject to review by the FBR.

2. In the event that a Faculty Member, previously sanctioned by the Committee pursuant to V.G.4, is allegedly not observing the conditions of the original sanction or is allegedly engaged in the same misconduct for which such Faculty Member was sanctioned, the Dean may submit a written petition for a re-hearing to the Committee, with a written copy given to the Faculty Member.

a. The Faculty Member may submit a written response to the allegations within 10 Working Days after receipt of the written petition.

b. The Chair shall convene a hearing before the Committee within 15 Working Days after receipt of the Faculty Member's response.

c. The hearing shall be conducted in accordance with the proceedings set forth in V.B and V.C of these Procedures.

d. The Committee shall render its written findings and recommendations as provided in V.F and V.G of these Procedures.

*I. Records:*

After completion of the case and all ensuing related actions, the Committee Chair shall prepare a complete file, including the original records of all proceedings and copies of all documents and other materials furnished to the Committee. Access to the materials in the file shall be available to the FBR, and to others only upon authorization by the Committee for good cause. The records of the Committee shall be kept and maintained at the faculty records office of the Vice Chancellor for Academic Affairs.

*J. Waiver of Time Requirements:*

Either Party may request an extension of time under these Procedures by written request given to the Committee and the other Party. Such extension shall be given if the other Party agrees in writing, or if, in its discretion, the Committee determines an extension is reasonable, it may also, grant such extension in writing given to each Party and notify the parties.

**INDIANA UNIVERSITY**  
**GUIDING PRINCIPLES FOR FACULTY REVIEW**  
(Approved: UFC, 2/9/99, 11/24/09; Trustees, 3/26/99)

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The quality and integrity of academic programs depend upon the performance of individual faculty. Indiana University as an institution and its faculty members have a mutual and reciprocal commitment to ensure the ongoing productivity of individuals throughout their academic careers. Peer review is an essential aspect of continued improvement and faculty development.

Each campus shall have:

1. Procedures for annual merit review of faculty performance that comply with Principles Guiding Indiana University Faculty/Librarian Salary Policy (University Faculty Council, April 25, 1989)

<http://www.indiana.edu/~ufc/docs/policies/SalaryPolicy.pdf>

2. Procedures for evaluation of faculty performance on occasion of reappointment, appointment with tenure, and promotion in rank that comply with the provisions on Academic Advancement (standards, procedures, and annual review) in the *Academic Handbook*

[http://www.indiana.edu/~vpfaa/download/acad\\_handbk\\_web\\_08.pdf](http://www.indiana.edu/~vpfaa/download/acad_handbk_web_08.pdf)

3. Procedures, adopted by faculty governance, for review, remediation, and sanction (including sanction of dismissal) of faculty conduct that violates the rules of the University or fails to meet generally understood and accepted standards of professional conduct.

The procedures for review, remediation, and sanction of faculty conduct shall:

- A. Preserve academic freedom.
- B. Protect due process.
- C. Recognize situational differences of diverse faculty.
- D. Establish professional development as a goal.
- E. Define a mechanism for initiating the in-depth review process.
- F. Rely upon peer review at all steps in the process.
- G. Incorporate existing faculty review mechanisms.
- H. Include the concept of intermediate sanctions prior to dismissal proceedings.
- I. Establish dismissal process consequent to misconduct or incompetence.
- J. Specify outcome criteria for assessment of the effectiveness of the policy at the time of implementation of the policy.

5.3.1.1.1 *Faculty Board of Review*. The review function of the Indiana University Faculty shall be exercised by a Faculty Board of Review.

5.3.1.1.1.1 *Membership*. The Senators of Indiana University affiliation shall select five tenured members of the Indiana University Faculty as the Board, and shall designate one of them as the presiding member. The members shall hold office from the first day of February for a term of one year, but they shall complete the review of any case which they have begun to consider. A member of the Board who is involved in a case before the Board, or is a member of a department from which a case arises, shall be disqualified from hearing or investigating the case. Members of the Board shall disqualify themselves from hearing or investigating a case whenever they believe they cannot render an impartial judgment. The Senators of Indiana University affiliation shall elect a temporary member to fill each vacancy created by disqualification; the temporary member shall serve during the particular case before the Board.

5.3.1.1.1.2 *Scope*. The Board shall hear cases concerning academic freedom, tenure, promotion, salary adjustment, and the nature or conditions of work. Any member of the Indiana University Faculty desiring a review of administrative action in these stated areas shall request in writing a hearing by the Board.

5.3.1.1.1.3 *Procedures*. In cases involving academic freedom or tenure, the Board shall fix a date for hearings and accord each party involved the rights to have counsel of choice, to present witnesses and other evidence, and to cross-examine opposing witnesses. Upon request of the Faculty member concerned, a closed hearing shall be held. Upon the evidence and arguments presented, the Board shall express its judgment and recommendation to the Chief Administrative Officer in a written report, a copy of which shall be mailed to the Faculty member concerned. Thirty days thereafter a confidential copy of the report shall be filed with the Secretary of the Faculty. The Chief Administrative Officer shall state in writing the University's final decision, with reasons therefor. This statement also shall be sent to the Faculty member concerned.

In cases involving promotion, salary, or the nature or conditions of work, the Board shall hear the Faculty member concerned and make such other investigation as it deems necessary or advisable in formulating its opinion and recommendation. This opinion and recommendation shall be forwarded in writing to the appropriate administrative official(s), and thirty days thereafter to the Faculty member concerned. The appropriate administrative official shall state a decision in writing, with reasons therefor. This statement shall also be sent to the Faculty member concerned.

Public statements by either faculty members or by administrative officials about cases before the Board should be avoided. Any announcement of the final decision should include either the complete statement or a fair abridgment of the recommendation of the Board, if it has not previously been released.

# Blue Ribbon Health Care Committee



## PREVIEW OF FINDINGS





### Charge: still working, report in draft stage

#### Short Term

- Affordable health benefit from both employer and employee perspective
- University target of ↓ health care spending over next two years

#### Long Term

how might the University best ...

- Manage health care costs
- Facilitate a healthier Purdue community

### The Committee

- Pamela Aaltonen, Nursing (Chair)
- Steven Abel, Pharmacy Practice
- John Beelke, Human Resources-Staff Benefits
- William [Bart] Collins, Health Communications
- Jenny Coddington, Nursing & North Central Nursing Clinics
- James Dworkin, Regional Representative & North Central Chancellor
- Joan Fulton, University Senate Chair & Agricultural Economics
- Luis Lewin, Human Resources
- Carol Sternberger, Regional Representative & IPFW Nursing (Tina Grady)
- Philip Troped, Health & Kinesiology
- Susan White, Pharmacy
- David Williams, University Senate Faculty Affairs Chair & Medical Illustration/Veterinary Medicine
- Steven Witz, Regenstrief Center for Healthcare Engineering

### Committee actions

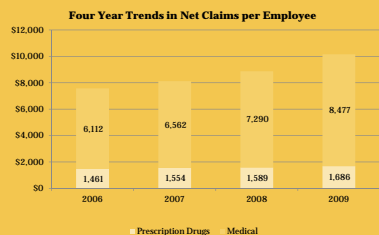
- Tap expertise on campus and off
- Awareness that Purdue has employees on regional campuses and across the state
- Complexity ... clear, unambiguous, accessible data
- Subcommittees
  - Benefit Plan Design
  - Health Improvement Management
  - Delivery System(s)

### Purdue Employee Survey Results

- N = 3,101 (24.3% response rate)
- Would you use on-site clinic?
    - 84% employee
    - 67% dependents
  - Would you use on-site pharmacy?
    - 64% employee
    - 55% dependents
  - Back campus-wide programs and policies to support healthy lifestyles
    - 80%
  - Barrier to participation
    - 77% lack of time
  - Results on Benefits website

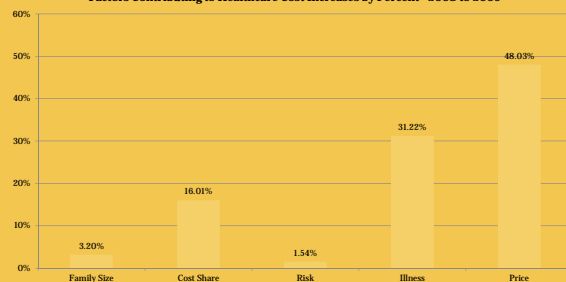
## Purdue's Healthcare Costs

- From 2006 to 2009, 34.2% increase
- 2010, ~ \$150 M



## Purdue Factors (2008-2009)

Factors Contributing to Healthcare Cost Increases by Percent - 2008 to 2009



## 3 Major Factors contributing to Purdue expenditures

- **Cost Share**
  - Premium contribution, **employer**
    - Purdue, 87%
    - Kaiser Family Foundation for all employer sectors, 83%
    - Big Ten, 70-100%
- **Illness Burden/Prevention**
  - Underutilizing activities for early identification of disease (covered at 100%)
  - Modify illness burden profile for long term cost management
  - Research consistently links program participation with appropriate incentives/rewards structures
- **Pricing**
  - Provider negotiations
  - Transparency of costs and performance measures

Goal:

Balanced set of management actions focused on contributing factors

## Committee has ...

- **Studied implications of benefit plan design modifications**
  - Identified options, modeling impact
- **Researched means of health improvement management ... affirmed positive impact of well-designed health improvement programs**
  - Improve employee health
  - Provide return on investment
  - Valued by employees

### Explored delivery system(s)

- Investigating feasibility of on-site clinic and on-site pharmacy
  - Community models: Fairfield Clinic, Tippecanoe County Government, SIA
  - University models: Michigan, Toledo
  - Opportunities for health professional students on campus
- 2010 changed to CIGNA as our third party administrator
  - year's worth of data just now becoming available for analysis

### State Health Plan

#### Discussion re: universities becoming a part of plan

- Met with State Budget Director and Assistant General Counsel, Governor's Office ... their questions
  - How rich are benefits in terms of plan design? Comparable?
  - How effectively/efficiently are health care benefits being purchased?
  - What share is the university bearing compared to employees?
- State has shifted to consumer driven, high deductible plans
  - Selected by healthier, younger populations
  - Impact on health outcomes
  - Availability of data for informed decision making

### State Health Plan

#### Our evaluation of plan's fit with Purdue

- Increased costs to both University and employees (particularly lower wage earners)
- Loss of coverage for part-time workers and same sex domestic partners
- Vision plan higher costs, less coverage
- Reduction to two premium price points: 1) employee and 2) employee + family
- Loss of ability to initiate own innovations

### Timeline

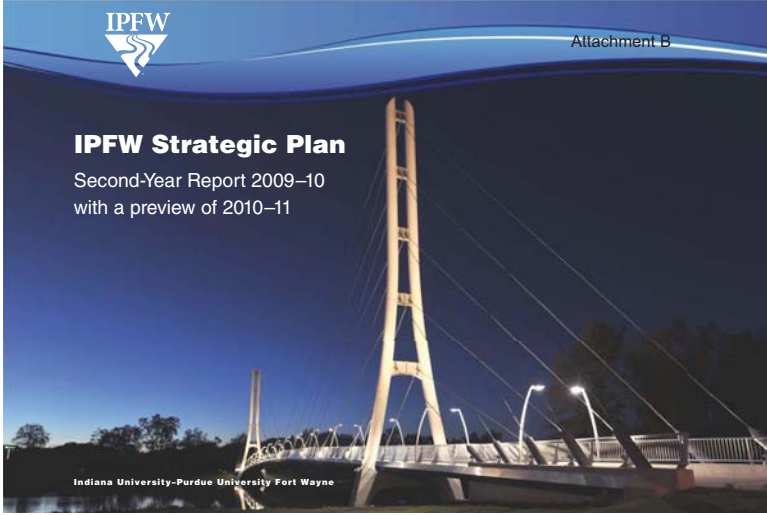
Plan Design Changes	April 2011 April 2012
On-site Clinic and Pharmacy Evaluation	Summer 2011
Health Improvement Initiatives Plan	Fall 2011
Some aspects will require longer lead time	Ongoing



# IPFW Strategic Plan

Second-Year Report 2009–10  
with a preview of 2010–11

Indiana University–Purdue University Fort Wayne

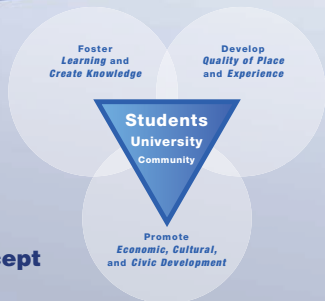


## IPFW Strategic Plan 2008–14 Goals

**Goal 1:** Foster Learning and Create Knowledge

**Goal 2:** Develop Quality of Place and Experience

**Goal 3:** Contribute to the Development of the  
Northeast Indiana Region



## Goal 1 Metrics *(Foster Learning and Create Knowledge)*

	Fall 2007	Fall 2008	Fall 2009	Fall 2010	6-Year Target	Status
<b>Student/Faculty Ratio</b>	16/1	17/1	18/1	19/1	16/1	Below
<b>Sections Taught by Full-Time Faculty</b>	56%	57%	53%	56%	62%	Progress

## Goal 1 Metrics *(Foster Learning and Create Knowledge)*

	2007-08	2008-09	2009-10	6-Year Target	Status
<b>Cohort Graduation Rate</b>	23%	24%	25%	29%	Progress
<b>Student Performance on National Exams</b>	5 of 8 at or above	8 of 8 at or above	7 of 8 at or above	95%	Below
<b>Total Grant and Contract Awards</b>	\$4.1M +\$1.2M	\$4.6M	\$6.4M	+18%	Above

## Goal 1: Foster Learning and Create Knowledge

### Faculty, Staff, and Student Accomplishments

#### Publications, Presentations, etc.

- ▼ 407 Regular Faculty
- 35 Books
- 472 Publications and Creative Works
- 378 Presentations

#### Selected Grants

- ▼ Kenneth Christmon, \$1.2 million TRIO Support Services Grant
- ▼ Angela Gregg, Upward Bound, \$500,000 U.S. Dept of Education Grant
- ▼ Don Mueller, Engineering, \$691,000 NSF Grant
- ▼ Robert Visalli, Biology, \$220,000 NIH Grant

#### Selected Awards

- ▼ Carl Drummond, James H. Shea Award, National Association of Geoscience Teachers
- ▼ Chris Rutkowski, American Society of Composers, Authors, and Publishers, Standard Award



Christmon



Gregg



Mueller



Visalli



Drummond



Rutkowski

## Goal 1: Foster Learning and Create Knowledge

### New Programs

- ▼ Music Technology program initiated
- ▼ Accelerated MBA launched
- ▼ Center of Excellence in Information Analytics and Visualization
- ▼ High School Language Institute began operation
- ▼ Ed.D. proposal completed fall 2010—ready for review by faculty Senate

### Accreditations

- ▼ B.S. in Computer Science—reaccredited by ABET/CAC
- ▼ Hosted site visit for B.A. in Theatre—positive initial report from team
- ▼ Hosted North Central Association site visit in November 2010—positive initial report from the visiting team



## Goal 1: Foster Learning and Create Knowledge

### Additional Accomplishments

- ▼ IPFW graduates earned the highest overall pass rate among public universities in Indiana on the CPA exam
- ▼ Radiography program converted from hospital-based to university-based clinical program



**Goal 2 Metrics** (Develop Quality of Place and Experience)

	Fall 2007	Fall 2008	Fall 2009	Fall 2010	6-Year Target	Status
<b>Students</b>	11,943	12,338	13,675	14,192	+12%	Above (19%)
<b>Credit Hours</b>	126,230	130,040	143,374	150,235	+12%	Above (+22%)
<b>Minority Enrollment</b>	1,246 (10.4%)	1,401 (11.4%)	1,715 (12.7%)	2,138 (15.1%)	(Area Pop.) 11.2%	Above
<b>Underrepresented Minority</b>	986 (8.6%)	1,141 (9.5%)	1,417 (10.5%)	1,728 (12.3%)	9.2%	Above

Note: New federal reporting standards used in 2010

**Goal 2 Metrics** (Develop Quality of Place and Experience)

	2007-08	2008-09	2009-10	6-Year Target	Status
<b>Total Award-Year Aid</b>	\$71M	\$87M	\$106M	Exceed Fee Increase	Above
<b>Student Satisfaction (NSSE)</b>	NA	2.98	NA	2.98 (National Average)	Met

**Goal 2: Develop Quality of Place and Experience****Academic Support and Student Services**

Child care services agreement signed with TLC  
Child Care Center

**Retention initiatives**

- ▼ New orientation program and Freshman Fest
- ▼ MapWorks implemented to support intrusive advising
- ▼ First Year Experience programs, featuring Learning Communities
- ▼ Academic Success Center
  - Free tutoring, two hours per week, per class
  - Math Testing Center, flex-paced courses
  - Writing Center, one-on-one support for writers
- ▼ Culture of Graduation campaign
- ▼ Continued research on persistence

**Goal 2: Develop Quality of Place and Experience****Diversity**

- ▼ Sponsored International Education Week event series
- ▼ Hispanic Heritage Month event series
- ▼ Organized Dream Week events celebrating Martin Luther King, Jr., in Black History Month
- ▼ Korean Film Festival held
- ▼ Diversity Showcase held



**Goal 2:** Develop Quality of Place and Experience

**Facilities**



2009-2010 IPFW Campus Map

**Goal 2:** Develop Quality of Place and Experience

**Facilities**

- ▼ Ron Venderly Family Bridge, *dedicated 8-18-09*
- ▼ Medical Education Center, *dedicated 10-30-09*
- ▼ CampusLink bus service



Ron Venderly Family Bridge



CampusLink Bus Service



Center for Medical Education

**Goal 2:** Develop Quality of Place and Experience

**Facilities**

- ▼ Hospitality and Tourism Management Educational Center at Holiday Inn at IPFW and the Coliseum



**Goal 2:** Develop Quality of Place and Experience

**Facilities**

- ▼ Phase III of Student Housing, *dedicated 10-20-10*
- ▼ Campus bike trail/Rivergreenway extension (*opened August 2010*)
- ▼ Keith Busse Steel Dynamics Alumni Center (*on schedule for April 2011*)



Student Housing, Phase III



Keith Busse Steel Dynamics Alumni Center



Bike Trail/Rivergreenway

**Goal 2: Develop Quality of Place and Experience****Facilities**

- ▼ Parking Garage 3 (on schedule for summer 2011)
- ▼ Student Services Complex (on schedule for late 2011)



Parking Garage 3



Student Services Complex

**Goal 2: Develop Quality of Place and Experience****Athletics**

- ▼ Women's volleyball and women's tennis teams won Summit League championships, qualifying for NCAA championship tournaments
- ▼ Women's volleyball, men's cross country, and women's golf teams each earned APR scores of 1,000 – the highest possible
- ▼ Men's basketball team achieved first Division I winning season
- ▼ IPFW student-athletes completed several community-service projects including Lunch Buddies, Community Heart Walk, Riley Children's Hospital visits, Turnstone program
- ▼ Student-athlete GPA: 3.08 (fall); 3.04 (spring)

**Goal 2: Develop Quality of Place and Experience****Process Improvements**

- ▼ Strategic Plan for 2008-14 continued
- ▼ Follett's IPFW Bookstore started a textbook rental service for fall 2010
- ▼ "IPFW on Call" call center established to support admissions and financial aid
- ▼ Student email services migrated to Google g-mail
- ▼ Co-op program Award of Excellence from the Midwest Association
- ▼ Employee ratings of work environment led to "Best in Class" by HR Solutions
- ▼ International Education office established for fall 2010
- ▼ Crossroads program with Ivy Tech expanded

**Goal 2: Develop Quality of Place and Experience****Development**

- ▼ \$8.4M in total gifts received (+ \$3.5M from 08-09)
- ▼ Keith Busse Steel Dynamics Alumni Center gift, providing full funding for center
- ▼ Arnie Ball Legacy Endowment Campaign achieved its \$1M goal, qualifying for matching allocation of university gift funds





### Goal 3 Metrics *(Contribute to the Development of the Northeast Indiana Region)*

	2007-08	2008-09	2009-10	6-Year Target	Status
<b>Continuing Education Non-Credit Enrollment</b>	11,176	15,891	23,552	+12%	Above



### Goal 3: Contribute to the Development of the Northeast Indiana Region

#### Selected Community Partnerships and Programs

- ▼ SBDC, NIIC, SCAN, Leadership Fort Wayne
- ▼ Philharmonic, Companies in Residence, Holiday Inn at IPFW and the Coliseum, Indoor Sports Enterprises

#### Selected Events

- ▼ Tenth annual National Soccer Festival, with ShindigZ as title sponsor
- ▼ Williams Theatre Series, concerts and recitals, art exhibits
- ▼ Twenty-fourth annual Highland Games held June 12, 2010 at IPFW
- ▼ Tapestry, Lunch with an IPFW Scientist series, annual Health Fair
- ▼ Inaugural Riverfest celebration held June 26, 2010 at IPFW



### Goal 3: Contribute to the Development of the Northeast Indiana Region

#### Selected Outreach Activities

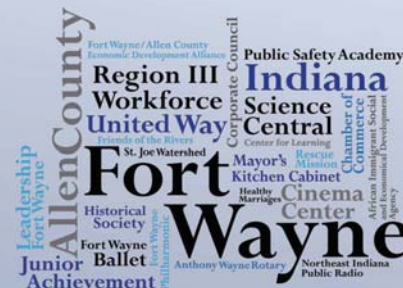
- ▼ Presentations at area Rotaries, Kiwanis, Lions, Chambers of Commerce
- ▼ School-Based Programs (34 schools participating this year)
- ▼ Continuum Art Gallery opened July 30, 2010 (downtown Fort Wayne)
- ▼ Omnibus Lecture Series
- ▼ Community Arts Academy
- ▼ Community Engagement Council coordinating engagement initiatives
- ▼ Arts Weekly television program on WFWA PBS39
- ▼ Discover IPFW television program on WFWA PBS39



As a result of our community collaborations, IPFW was designated a Community Engaged University by the Carnegie Foundation, Fall 2010

### Goal 3: Contribute to the Development of the Northeast Indiana Region

Board and committee memberships for more than 100 organizations



**Goal 3:** Contribute to the Development of the Northeast Indiana Region

**Outreach and Economic Development:** IPFW Office of Engagement

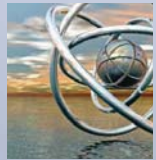
- ▼ 374 total contacts with regional businesses and organizations (since 2006); 41% led to successful engagement, 40 new organizations
- ▼ Northeast Indiana Defense Industry Association (NIDIA) professional development programs and research grant submissions
- ▼ 45 IPFW student projects completed in collaboration with regional businesses and non-profits
- ▼ Fifth annual Northeast Indiana Technology Showcase
- ▼ Advanced Manufacturing Summit
- ▼ NSWC Crane Technology Showcase and Business Development Program



**Goal 3:** Contribute to the Development of the Northeast Indiana Region

**Outreach and Economic Development**

- ▼ Sci-Tech Youth Showcase
- ▼ Defense Industry Partnership
- ▼ Wireless Summer School
- ▼ FIRST LEGO® League and Future City state tournament finals
- ▼ Science and Engineering Fair
- ▼ Engineers Week High School Bridge Building Contest
- ▼ Japanese Saturday School



**Indiana Comparisons**

	Fall 2010 Headcount (enrollment)	Rank	Fall 2009 Resident Students	2010-11 Approp. <sup>(1)</sup> Per Resident Stu. FTE (02-08)	Rank	2009-10 Annual Resident Tuition and Fees	Rank	2009-10 Faculty Salaries - All Ranks	Rank	Retention Rate	Rank	4-Year Average Graduation Rate	Rank
IU Bloomington	42,464	1	55%	\$8,828	3	\$8,613	2	\$90,800	1	89%	1	74%	1
IUPUI - General Academic	30,566	3 <sup>(2)</sup>	92%	\$4,460	13	\$7,523	4	\$70,800	3	68%	4	34%	6
IU East	3,365	13	85%	\$4,862	6	\$5,801	13	\$53,200	14	60%	12	20%	13
IU Kokomo	3,109	14	99%	\$5,300	5	\$5,838	12	\$55,900	12	56%	13	27%	8
IU Northwest	5,969	11	89%	\$4,772	8	\$5,919	9	\$40,900	8	65%	6	26%	9
IU South Bend	8,590	9	94%	\$4,543	10	\$6,015	8	\$54,700	13	63%	9	26%	9
IU Southeast	7,178	10	69%	\$4,366	14	\$9,890	10	\$62,700	5	61%	10	29%	7
Purdue West Lafayette	41,063	2 <sup>(3)</sup>	64%	\$10,386	1 <sup>(4)</sup>	\$8,638	1	\$90,500	2	86%	2	70%	2
Purdue Calumet	9,807	8	94%	\$4,553	9	\$5,887	11	\$66,000	4	64%	8	22%	11
Purdue North Central	4,614	12	98%	\$4,476	12	\$6,384	6	\$59,100	10	54%	14	15%	14
IPFW	14,192	5	96%	\$4,486	11	\$6,233	7	\$62,400	7	61%	10	22%	11
Ball State University	22,083	4	87%	\$7,821	4	\$7,830	3	\$59,800	9	77%	3	58%	3
Indiana State University	11,494	6	78%	\$9,235	2	\$7,426	5	\$62,500	6	67%	5	40%	4
U of Southern Indiana	10,702	7	87%	\$4,849	7	\$5,474	14	\$57,000	11	65%	6	34%	5

Notes:  
<sup>(1)</sup> Appropriations exclude stimulus funds  
<sup>(2)</sup> WL Appropriations, Headcount, Resident Student Percentage, and FTE exclude SWT  
<sup>(3)</sup> IUPUI Headcount, Resident Student Percentage, and Expenditures include Medical Center

**Metrics Summary 1**

	Fall 2007	Fall 2008	Fall 2009	Fall 2010	6-Year Target	Status
<b>Student/Faculty Ratio</b>	16/1	17/1	18/1	19/1	16/1	Below
<b>Sections Taught by Full-Time Faculty</b>	56%	57%	53%	56%	62%	Progress

## Metrics Summary 2

	2007-08	2008-09	2009-10	6-Year Target	Status
<b>Average Graduation Rate</b>	23%	24%	25%	29%	Progress
<b>National Exam Performance</b>	5 of 8 at or above	8 of 8 at or above	7 of 8 at or above	95%	Below
<b>Total Grant and Contract Awards</b>	\$4.1M +\$1.2M	\$4.6M	\$6.4M	+18%	Above

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<b>Credit Hours</b>	126,230	130,040	143,374	150,235	+12%	Above (+22%)
<b>Minority Enrollment</b>	1,246 (10.4%)	1,401 (11.4%)	1,715 (12.7%)	2,138 (15.1%)	(Area Pop) 11.2%	Above
<b>Underrepresented Minority</b>	986 (8.6%)	1,141 (9.5%)	1,417 (10.5%)	1,728 (12.3%)	9.2%	Above

Note: New federal reporting standards used in 2010

## Metrics Summary 4

	2007-08	2008-09	2009-10	6-Year Target	Status
<b>Total Award-Year Aid</b>	\$71M	\$87M	\$106M	Exceed Fee Increase	Above
<b>Student Satisfaction (NSSE)</b>	NA	2.98	NA	2.98 (National average)	Met
<b>Continuing Ed. Non-Credit Enrollment</b>	11,176	15,891	23,552	+12%	Above

