

Minutes of the
First Regular Meeting of the Twenty-Ninth Senate
Indiana University-Purdue University Fort Wayne
September 14, 2009
12:00 P.M., Kettler G46

Agenda

1. Call to order
2. Approval of the minutes of April 13, 2009
3. Acceptance of the agenda – B. Abbott
4. Reports of the Speakers of the Faculties
 - a. Indiana University – M. Nusbaumer
 - b. Purdue University – R. Barrett
5. Report of the Presiding Officer (Senate Reference No. 09-1) – S. Davis
6. Special business of the day – Memorial Resolution (Senate Reference No. 09-2) – K. Pollock
7. Committee reports requiring action
 - a. Educational Policy Committee (Senate Document SD 09-1)
 - b. Executive Committee (Senate Document SD 09-2) – B. Abbott
8. Question Time (Senate Reference No. 09-3)
9. New business
10. Committee reports “for information only”
 - Educational Policy Committee (Senate Reference No. 09-4)
11. The general good and welfare of the University
12. Adjournment*

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

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

Attachments:

- “Proposed Amendments to the IPFW Academic Regulations and Procedures: Approval of Faculty-Initiated Withdrawal Policy” (SD 09-1, no vote until 10/19/2009)
“Approval of replacement member of the Purdue University Committee on Institutional Affairs” (SD 09-2)

Senate Members Present:

B. Abbott, N. Adilov, A. Argast, S. Ashur, R. Barrett, S. Beckman, W. Branson, J. Burg, C. Crisler, J. Dalby, Y. Deng, P. Dragnev, C. Drummond, R. Elaver, J. Garrison, J. Grant, R. Hile, L. Hite, P. Iadicola, J. Jackson, R. Jensen, D. Liu, A. Livschiz, H. Luo, G. McClellan, W. McKinney, D. Miller, J. Mohammed, D. Moore, G. Mourad, D. Mueller, P. Ng, C. Nicholson, M. Nusbaumer, K. Pollock, D. Redett, M. Ridgeway, J. Summers, J. Tankel, C. Thompson, J. Toole, G. Voland, G. Wang (PHYS), G. Wang (ENGR), M. Wartell, R. Weiner, M. Wolf

Senate Members Absent:

S. Dhawale, E. Foley, R. Gregory, K. Leonard, Z. Todorovic, A. Ushenko, W. Utesch

Faculty Members Present: P. Bingi, H. Di, S. Hanke, J. Khamalah, G. Miller, S. Minke, J. Moore, K. O'Connell, J. Papiernik, D. Townsend

Visitors Present: A. Burkhart, J. Dahl, D. Haynie (*Journal Gazette*), J. Heller, J. Hirschbiel, R. Kostrubanic, P. McLaughlin

Acta

1. Call to order: S. Davis called the meeting to order at 12:00 p.m.
2. Approval of the minutes of April 13, 2009: The minutes were approved as distributed.
3. Acceptance of the agenda:

B. Abbott moved to amend the agenda as follows: Regarding Senate Document SD 09-1: The Academic Regulations require that any changes to the "IPFW Academic Regulations and Procedures" bear the title "Proposed Amendments to the IPFW Academic Regulations and Procedures."

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

B. Abbott also moved to move the "Special business of the day – Memorial Resolution" (item number 6.) up to item number 4.

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

The agenda was approved as amended.

4. Special business of the day – Memorial Resolution (Senate Reference No. 09-2) – K. Pollock:

K. Pollock read the memorial resolution for Dyne Pfeffenberger. A moment of silence was observed.

5. Reports of the Speakers of the Faculties:

a. Indiana University:

M. Nusbaumer: I would like to welcome everybody back for another year. I hope you have a prosperous and productive year. I would like to thank Chancellor Wartell for the snacks.

The Senate has some important work to do this year, particularly related to clarifying and updating promotion and tenure documents. Hopefully this will bring greater clarity in the process and standards for everyone.

My biggest concern in some aspects, going into this year, is that I feel like we may be in some ways returning to older times. In the early years of IPFW, it felt very much for students, faculty, and administrators like we were being treated as almost a third-world colony of a distant empire. As we grew and developed over the years, we gained recognition for our accomplishments with greater independence as a result. I am concerned now that I am beginning to see signs of us slipping back into that older status. Last year the Indiana Commission on Higher Education released its strategic plan for the state, and not only IPFW, but the regional campuses also were significantly unaddressed as having any significant role. However, in the 2008-2009 academic year, the regional campuses accounted for 54 percent of the enrollments in the Indiana and Purdue University systems. At a time in this state of economic recession, enrollments at IPFW went up 10 percent this year. They only went up half of that or less at the main campuses. If you look specifically at undergraduate enrollments this past year, Bloomington enrollments went up 2.7 percent at baccalaureate level, and IPFW on the Indiana University side went up over 12 percent. So we had four times the increase over Bloomington; and at West Lafayette, undergraduate enrollments actually declined. This is the situation where also we, at a time of an economic recession, have more students from IPFW and other regional campuses who remain in this region. Eighty percent of our majors remain in this region to contribute to the Indiana economy.

In the 2008-09 academic year, while we were the fifth-largest state institution, we were 14 out of 15 in full-time equivalent funding from the state among universities. We should be a model for doing more with less. It seems to me, at the state level, few appear to be looking or even caring about what is happening in the colonies upon which much of the state's economic development depends.

b. Purdue University:

R. Barrett: Again, welcome to all the senators, especially to all the brand-new senators. What a wonderful opportunity you now have to help shape what is going on now and what will be going on in the next few years. Take full advantage of that.

It has been rather busy this summer. Presiding Officer Davis, Speaker Nusbaumer, and I have already been meeting with the chancellor and vice chancellor a number of times. I have attended two of the Purdue Board of Trustees' meetings. I went to the state budget committee that was here. It was an interesting process to watch. A week later, I went to the Commission on Higher Education and watched that process. Woven in there was our parking garage, and I am sure Chancellor Wartell and Vice Chancellor Branson can tell

you more about how all that works. Our parking garage has been approved by the Commission on Higher Education, and I think there is just one more step left, and that is back to the state budget committee.

Tomorrow the foundation will be here, and I will get a chance to go to that. Over the summer, I had a number of individual Purdue University faculty who wanted to consult about given items, and if anybody does, I am here almost every day. Please feel free to call.

I, like Speaker Nusbaumer, had some serious concerns about where we are in terms of funding. We only get \$4500 per student, and campuses that are smaller than we are are getting thousands more than we are. One of the big issues, and it will be my talking point all year, is we need to start increasing the number of full-time faculty. If you look at last year, we did not have 12,000 students. We are upwards of close to 14,000 now, 15,000 is just a week away maybe. If you took that 3000 gap, and let's just assume they only took 1 course and you could put 30 students in a classroom, we would have to come up with 100 new courses. We do not have an infinite pool of quality limited-term lecturers in our area. We need more full-time faculty, and that is going to be a message which I have already brought up in meetings; and when I get my opportunity to talk to the Board of Trustees, I will make sure it gets mentioned there. I am going to be doing that, Speaker Nusbaumer is going to be working on the budget area, and we are all concerned about that.

If there is anything I can do to help anybody, please let me know. Thank you.

6. Report of the Presiding Officer – S. Davis:

S. Davis: I, too, would like to thank Chancellor Wartell for providing the refreshments today, and thanks also especially to Jacqui Petersen and Kay Folks. The chancellor signs the check, but Kay and Jacqui set it up and make sure it works out. In case you do not know Jacqui Petersen, we are going to start our introductions with her and go around the room, and you all can introduce yourselves and which area you are representing.

We follow Robert's Rules of Order here, and Andy Downs will provide a session where we will be going over the Robert's Rules of Orders. It will be mainly for me, but everyone will be invited.

A. Downs: Please hand in the laminated parliamentary procedures after each meeting. If you would like it e-mailed to you, Jacqui Petersen will e-mail you a copy.

S. Davis: Andy Downs does a very good job of keeping us straight in here. Please go through the chair and only speak when recognized.

With regard to the promotion and tenure documents which Senator Nusbaumer spoke to, we have a couple of things going on that we have planned for this year. First, the Executive Committee will look at all the current Senate documents and look for inconsistencies within the documents. We are going to deal, as the Executive Committee, with the inconsistencies. We have asked the Faculty Affairs Committee, and hopefully with consultation from the Campus Promotion and Tenure Subcommittee, for suggestions in modernizing and changing current Senate rules, etc. Maybe we can combine some and codify them into one document. Anything that comes out from these two levels will come forward to the Senate for the

appropriate process. Once we get this done, William McKinney, Vice Chancellor of Academic Affairs, (who is on the Faculty Affairs Committee as well), will review the best practices to come out of the Office of Academic Affairs. We hope to get these documents cleaned up, and maybe combined into one document.

The Schools are required to review departmental promotion and tenure guidelines, and I encourage (having served on the campus board) the schools to take that seriously and look at their documents. A review by the Schools of their departments' promotion and tenure documents would be an appropriate part of this process this year.

Please note Senate Reference No. 09-1 (Report on Senate Documents) for information only.

7. Committee reports requiring action:

a. Educational Policy Committee (Senate Document SD 09-1) – B. Abbott:

B. Abbott moved to approve Senate Document SD 09-1 (Approval of Faculty-Initiated Withdrawal Policy).

J. Toole moved to amend Senate Document SD 09-1 by adding (after the 2nd WHEREAS) “Recognizing the importance of faculty autonomy, no faculty member shall ever be compelled to develop a policy of faculty-initiated withdrawal or execute a faculty-initiated withdrawal by a chancellor, vice chancellor, dean, department chair, or any other direct supervisor.” Seconded.

Motion to amend SD 09-1 failed on a voice vote.

As stated in the Academic Regulations and Procedures Document (SD 85-18), 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.” Therefore, Senate Document SD 09-1 may be voted upon at the October 19, 2009 Senate meeting.

b. Executive Committee (Senate Document SD 09-2) – B. Abbott:

B. Abbott moved to approve Senate Document SD 09-2 (Approval of replacement member of the Purdue University Committee on Institutional Affairs).

Motion to approve passed on a voice vote.

8. Question Time: (Senate Reference No. 09-3)

Q: Whereas the State of Indiana funded IPFW at the same levels as last year; and

Whereas tuition increased 5% for the current year; and

Whereas faculty and staff received no salary increments or bonuses this past year;

What is IPFW doing with the increased revenues from tuition?

Michael Nusbaumer
Department of Sociology

W. Branson: 1) While the state is giving us the same dollar amount they gave us last year, \$1 million of that is one-time stimulus money. We felt like, when we did our budget for this current fiscal year, we needed to cover that first because we do not know what to expect about the stimulus money in the future. The way we look at it, the state really cut us by about \$1 million. The first part of the new recurring money went to cover that shortfall in state appropriations even though the state provided non-recurring stimulus funds to cover their cut.

2) We had about \$5.5 million of extra tuition money and other funds as we put the budget together. \$1 million went to cover the operating money that the state cut us and then replaced with stimulus money. Then there were unavoidable: benefits, utilities, etc. Since we did not get salary increases this year, we picked up the entire cost of the medical premium increase within our budget. That took slightly over \$2 million. Part of that new money was designated as revenue uses; for instance, with the Indiana University medical building coming online, we will be maintaining that building. They give us money to maintain that, and that counts as income. We have to designate that income to cover our expenses. About \$1.3 million went to those kinds of designated revenues. That also included promotions, tech fee increases and other designated fee increases. Finally, we had just short of \$900,000 left that went for other items like software license increases, other commitments that we had already made, and then some contingencies.

P. Dragnev: You mentioned premiums increases. How much was that?

W. Branson: I do not know the number right now, but generally speaking it goes up 10-12% a year.

P. Dragnev: So much more than a thousand dollars.

M. Nusbaumer: Just to clarify, I realize that it was decided to not use that \$1 million dollars for increments. What you're saying is that the administration is taking the million dollars and rolling it over to the next year, assuming we will not get stimulus money.

W. Branson: We have taken the cut this year. What that does give us is \$1 million in non recurring funding to spend on equipment and things like that. By the way, we have the same problem next year because they do a two-year budget.

9. New business: There was no new business.

10. Committee reports "for information only":

Educational Policy Committee (Senate Reference No. 09-4): B. Abbott:

Senate Reference No. 09-4 (Release of student information policy [supersedes SR No. 96-17]) was presented for information only.

11. The general good and welfare of the University:

R. Barrett: Somebody is recruiting on our campus by writing on the various classroom white boards, offering students \$14 an hour. It is a private venture, and it would be nice if the

custodial staff could erase all of those. They obviously know the trick: put on it “please save.”

M. Wartell: I would suggest that, instead of putting that responsibility on the custodial staff, that everybody who sees that in the classroom just erase the message.

Enrollments: Final enrollment figures were headcount up 10.8 percent, and up 10.4 percent in credit hours. This is a fairly significant increase. With regard to the question during Question Time, there was a question that was not asked. The money that we are planning on as the result of the enrollment increase. We have already allocated \$1.5 million to Academic Affairs from a total of about \$2.1 million. We have to have some more folks in Student Affairs for counseling, among other things. We also have to cover some areas in Physical Plant because the state did not provide money for maintenance; for example, we provide part of that through our endowment, but that is not going to cover all of it. Also, the state will not provide money for maintenance of the new Student Services area. Most of the money was allocated to Academic Affairs. If we hold our enrollment in the spring, there will be more. The expectation is that a significant portion of that \$1.5 million will be used for tenure-track positions.

As Senator Barrett pointed out, the parking garage was approved at the Indiana Commission on Higher Education meeting. It should not take as long as a regular building project since there is not all that finishing work on a parking garage. It will be out in front of the chiller plant, and it will serve the north side of the campus.

As was pointed out, the budget committee and the Indiana Commission on Higher Education were on campus. They got an eyeful and an earful from us. We will see if it has a whole lot of real effect. I think they were impressed with the kind of work that is going on here. Senator Nusbaumer made a very good point: there are an awful lot of students who are here and on other campuses like ours and not in the flagship universities. We should get more respect for that kind of service. We are slowly getting there, but it is a very slow process. I do not think we are going back to the “old days.”

Everything seems to be going reasonably well. The building projects are on schedule. It is an inconvenience on campus, there is no question about that. It is hard to get to the Gates Center and a lot of places. I think it will get a little better as you get used to it. You have to get used to it because it is going to be this way for a couple of years. It just takes us a long time to build a \$42 million building. The Student Housing complex is also coming along nicely.

We did have one tragedy over the weekend, and that was the loss of a student to a traffic accident. A student living at Canterbury Green was hit by a car, and it was a hit-and-run accident. In a community of 15,000 people, approximately, which is what we are. We have to expect that those things are going to happen, but it does not make it right. Should there be need for counseling close friends of the student, there will be counseling provided.

M. Nusbaumer: In the past, the administration was allowed to give one-time bonuses to faculty. Last year, that program was shut down.

M. Wartell: I do not know what will happen with that. I have not heard any discussion on that.

R. Hile: Do you know the student's name who was the victim of the hit-and-run?

G. McClellan: Her name was Amanda McLaughlin. All of the faculty who had her in class have been e-mailed this morning. If any of you come across students who were friends or were touched by her death, the folks in student counseling are aware and ready to help.

M. Wartell: She was an out-of-state student.

G. McClellan: Yes, her family is from Washington. She was a second-year student, but she had not yet picked a major.

P. Iadicola: Are there any plans for creating a parking lot or improving the parking lot that is across the bridge?

M. Wartell: No. I think that will stay a temporary parking lot. We do want to keep it temporary because we want to turn that into a park. When we get the new parking garage, that should alleviate some of the parking problems.

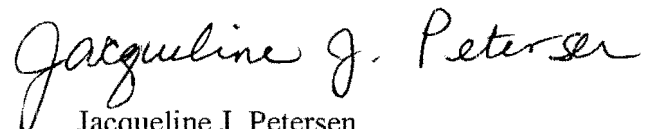
M. Wolf: I would like to bring up a concern someone mentioned to me about students parking in A spots. Are some students able to get A permits? That was a question put to me by a faculty member.

M. Wartell: No, they are not.

M. Wolf: Is there a possibility that student housing students will be unable to park on campus? They could be given a parking permit for the student housing area.

M. Wartell: I guess that is a possibility, but that would be really intruding on their rights. Some campuses do that.

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


Jacqueline J. Petersen
Secretary of the Faculty

MEMORANDUM

TO: Fort Wayne Senate

FROM: Glenda Moss, Chair
Educational Policy Committee

DATE: 24 April 2009

SUBJ: Proposed Amendments to the IPFW Academic Regulations and Procedures:
Approval of Faculty-Initiated Withdrawal Policy

DISPOSITION: To the Presiding Officer for implementation

WHEREAS, Students who miss more than 50% of their class meetings of a given section during the first four weeks of the fall or spring semesters or have the potential to fail because of not meeting the course requirements (i.e. not completing course assignments, not taking tests or quizzes); and

WHEREAS, faculty currently have no means of initiating withdrawal of students in obvious danger of failing to make satisfactory progress;

BE IT RESOLVED, that the Educational Policy Committee proposes a Faculty Initiated Withdrawal Policy, giving faculty authority to withdraw students.

Approving
B. Abbott
I. Hack
J. Jackson
G. Moss
P. Iadicola

Not Approving

Absent
A. Ushenko

Retention Initiative

Faculty-Initiated Withdrawal Policy

- Students who miss more than 50% of their class meetings of a given section during the first four weeks of the fall or spring semesters or have the potential to fail because of not meeting the course requirements (i.e. not completing course assignments, not taking tests or quizzes) may be withdrawn from that course. Undergraduate students may be withdrawn regardless of class level. This Faculty-Initiated Withdrawal Policy may be implemented in all undergraduate-level courses subject to the following provisions: If a faculty member chooses to use Faculty-Initiated Withdrawal Policy, the policy must be included in the course syllabus with specific language as to the policy. Students must be informed that withdrawal may have an impact on their Financial Aid awards and/or student visa status.
- When adopting the Faculty-Initiated Withdrawal Policy for a course, it is the course instructor's responsibility to document attendance for the first four weeks or failure to make satisfactory progress to justify the withdrawal. The course instructor initiates the withdrawal process and has the right to stop the process at any time.
- Prior to using the Faculty-Initiated Withdrawal Policy in a course, the instructor will notify the student at least one week before the withdrawal.
- Faculty-Initiated withdrawal will take place after the fee refund period up to the last scheduled class prior to finals. Students who are withdrawn from the course will not be eligible for a tuition refund.

The Registrar's Office will report each semester on the number of faculty-initiated withdrawals for each course.

Language to be included on the syllabus

Faculty-Initiated Withdrawal: A basic requirement of this course is that you will participate in class and conscientiously complete all course requirements. If you miss more than half our class meetings within the first four weeks of the semester or are not making satisfactory progress in fulfilling the course requirements, you may be withdrawn from this section. Withdrawal may have academic, financial, and financial aid implications. Withdrawal will take place after the refund period, and if you are withdrawn from the course you will not be eligible for a tuition refund. If you have questions about the faculty-initiated withdrawal policy at any point during the semester, please contact me.

INDIANA UNIVERSITY-PURDUE UNIVERSITY AT FORT WAYNE
DOCUMENTATION OF FACULTY INITIATED WITHDRAW GRADE
DRAFT - 4/24/09

Students who miss more than 50% of their class meetings of a given section during the first four weeks of the fall or spring semesters or fail to make satisfactory progress (i.e. not completing course assignments, not taking tests or quizzes) in meeting the course requirements may be withdrawn from that course. Undergraduate students may be withdrawn regardless of class level.

When adopting the Faculty-Initiated Withdrawal Policy for a course, it is the course instructor's responsibility to document attendance for the first four weeks or failure to make satisfactory progress to justify the withdrawal. The course instructor initiates the withdrawal process and has the right to stop the process at any time.

Faculty-Initiated withdrawal will take place after the fee refund period. Students who are withdrawn from the course will not be eligible for a tuition refund.

The white and yellow copies of this form must be sent to the Registrar's Office.

Reason for Faculty Initiated Withdraw (Documented by Instructor)

- Absent from at least 50% of Class Meetings
Failure to make satisfactory progress

STUDENT NAME: I.D. #
ADDRESS CITY STATE ZIP
STUDENT'S MAJOR LAST DOCUMENTED DATE OF ATTENDANCE

Subject Course # Section # Cr. hrs. Course Title

Semester/Session for which "W" grade assigned:

Fall Spring Summer I Summer II 20

INSTRUCTOR'S NAME: DEPT:
OFFICE: TELEPHONE:

Instructor Signature: Date:

COPIES: White-Registrar Yellow-Instructor's Division/Department Pink-Student Gold-Instructor

MEMORANDUM

TO: Fort Wayne Senate

FROM: Bruce Abbott, Chair
Executive Committee

DATE: 1 September 2009

SUBJ: Approval of replacement member of the Purdue University Committee on
Institutional Affairs

DISPOSITION: To the Presiding Officer for implementation

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

WHEREAS, There is a vacancy on the Purdue University Committee on Institutional Affairs;
and

WHEREAS, The Purdue University Committee on Institutional Affairs has appointed Gang Wang as the replacement member for the remainder of the 2009-10 academic year;

BE IT RESOLVED, That the Senate approve this appointment.