MEMORANDUM

TO: The Faculty
FROM: Kathy Pollock, Chair
Senate Executive Committee
DATE: 26 March 2012
SUBJ: End-of-the-Year Committee Reports

Attached are brief reports from Senate committees and subcommittees of their activities and actions for the past year.

Chairs:
- Academic Computing and Information Technology Advisory Subcommittee (M. Wolf)
- Budgetary Affairs Subcommittee (S. Ahrens)
- Calendar Subcommittee (J. Ross)
- Continuing Education Advisory Subcommittee (S. Skekloff)
- Curriculum Review Subcommittee (A. Livschiz, C. Lawton)
- Developmental Studies Subcommittee (K. Dehr)
- Educational Policy Committee (J. Toole)
- Faculty Affairs Committee (M. Masters)
- Graduate Subcommittee (S. Johnson)
- Honors Program Council (T. Bugel)
- Indiana University Committee on Institutional Affairs (S. Davis)
- International Services Advisory Subcommittee (N. Virtue)
- Library/Subcommittee (G. Hickey, C. Truesdell)
- Nominations and Elections Committee (A. Merz)
- Professional Development Subcommittee (M. Walsh)
- Purdue University Committee on Institutional Affairs (P. Dragnev)
- Student Affairs Committee (K. Pollock)
- University Resources Policy Committee (A. Livschiz, M. Lipman)
- NCAA Faculty Representative (E. Blumenthal)

TO: The Senate
FROM: Michael Wolf, Chair
Academic Computing and Information Technology Advisory Subcommittee
DATE: March 26, 2012
SUBJ: End-of-the-Year Report 2011-2012

1) We put together a campus-wide committee to assess how Blackboard Learn is functioning so that we have evidence when deciding on a future adoption of Blackboard Learn or other Learning Management System.

2) We are nearly completed with two pieces of business that will be forwarded to ITPC and URPC and OAA.
   a) We are writing a policy about faculty use of third-party websites for instruction (social media sites) that follow academic freedom, critical university information, intellectual property, and FERPA limitations. We are adopting a policy built from the Indiana University policy on Use of Social Networks, Blogs, Wikis, and Other Third-Party Hosted Tools in Instruction.
   b) Second, we are nearly complete with a recommended software support and adoption policy. This will provide a mechanism for faculty, departments, and colleges to adopt software to benefit teaching, learning, and research while also assuring security for the network, cost, and balancing realistic levels of support from ITS and CELT.

Membership:
- Troy Bassett
- Prasad Bingi
- Samantha Birch (ex officio, voting)
- John Fitzgerald (ex officio, nonvoting)
- Rebecca Jensen
- Robert Kastrubian (ex officio, nonvoting)
- David Liu
- Alice Merz
- Andres Montenegro
- Carlos Poma留意a Raex
- Cheryl Truesdell (ex officio, voting)
- Matthew Walsh
- Michael Wolf
TO: The Senate

FROM: Mark DeLancey, Chair
       Subcommittee on Athletics

DATE: March 26, 2012


Addressed the following issues:

1) How IPFW’s new admission policy will affect athletics
2) Conference schedules for men’s indoor and outdoor track
3) Scheduling games during finals
4) Staffing changes in Athletics
5) Role of new MAP center for student athletes
6) Gates seating policy for games

Membership:
James Bell (ex officio, nonvoting)          Kelley Hartley (ex officio)
Elliott Blumenthal (Faculty Rep.)           Donald Linn
I. Dan Goroian                               Kimberly McDonald
Mark DeLancey                                James Moore
Jeannie DiClementi (Asst. Faculty Rep)      Robert Visalli
Suining Ding                                Lauren Wilson (Comp. Coord, nonvoting)
Julie Dominguez                              Nashwan Younis
Patricia Farrell (Alumna)

TO: The Senate

FROM: Budgetary Affairs Subcommittee

DATE: March 26, 2012


Discussed the budget shortfall.

Membership:
Susan Ahrens
Margit Codispoti
Suining Ding
Mark Jordan
Donald Linn
David Liu
Peter Ng
Ali Rassuli
TO: The Senate
FROM: Jody Ross, Chair
Calendar Subcommittee
DATE: March 22, 2012

During the fall 2011 semester, the Calendar Subcommittee approved the 2014-15 academic calendar and began surveying the IPFW community about the academic calendar and potential changes to the calendar formula. During the spring 2012 semester, the Calendar Subcommittee approved a revised version of the 2013-14 calendar and compiled and discussed the data collected from the survey of IPFW students, staff, faculty, and administrators regarding the academic calendar. These data indicated that the IPFW community is generally satisfied with the current IPFW calendar and strong support was not indicated for making any major changes to the calendar. Based on the results of the survey, the calendar subcommittee decided that no changes to the calendar formula were warranted. The current IPFW Academic Calendar Formula (Senate Reference No. 00-11) was approved by a unanimous vote. Although no changes were made to the originally-approved 2014-15 academic calendar, based on the formal calendar formula approved by the Calendar Subcommittee, the 2014-15 calendar was again approved by a unanimous vote.

Membership:
Nodir Adilov
Gail Hickey
Jane Leatherman
David Lindquist
Teri Luce

TO: The Senate
FROM: Susan Skekloff, Chair
Continuing Education Subcommittee
DATE: March 26, 2012

No report received.

Membership:
Susan Ahrens
Debrah Huffman
Denise Buhr
Peter Ng
Deborah Conklin (ex officio)
Sally Hartman
Susan Skekloff
Proposed the following programs:

Minor in Medieval Studies
Minor in Professional and Applied Ethics
Certificate in Information Systems Application
Major in Early Childhood Education with Two Concentrations: B-5 and P-3
Certificate in Lesbian, Gay, Bisexual, and Transgender (LGBT)
B.S. in Dental Hygiene
A.S. in Dental Assisting
Minor in Astronomy

Membership:
Ron Duchovic
Il-Hee Kim
Carol Lawton
Ann Livschiz
Barbara Resch
Becky Salmon
Steven Sarratore (ex officio)
Susan Skelloff
Lubomir Stanchev
Nichaya Suntornpithug

September 16, 2011 meeting:
1. Bruce provided an update on the Enrollment Strategies and First Year Council discussions on proposed admissions requirements, term retention, and proposed first year schedule.
2. The committee discussed any possible overlapping of this subcommittee’s charge with those of the Advising Council and First Year Council.

October 20, 2011 meeting:
1. The committee discussed that the prior proposal changing the Senate description of the Developmental Studies Subcommittee is still in process and has not moved through the Senate. Sue will track down the status of those changes. The existing language and proposed language were reviewed.
2. Bruce provided an update of the Enrollment Strategies and First Year Council, noting that the proposed First Year Schedule identifying courses for the three admission groups was rejected by the Advising Council.
3. Copies of the Annual Review of the Academic Success Center for 2010 were distributed. The subcommittee was asked to review the document for the next meeting.

December 9, 2011 meeting:
1. Further discussion of the subcommittee’s charter occurred.
2. Bruce led a discussion of the 2010 Academic Success Center’s Annual Report.

February 17, 2012 meeting:
1. The subcommittee reviewed the most recent language for the proposed changes to the bylaws, after having received an email from Jamie Toole asking for some clarification. The committee unanimously voted to accept the language.

March 16, 2012
1. Karol reported that the EPC had approved the proposal and it is now under consideration by the Senate for ratification.
2. Steve reported on a meeting where he, Bruce, Doug Townsend, and Joseph McCormick met with representatives from Pearson to discuss possible MyLab products.
3. Bruce reported that the 4 piloted sections of the COAS-W111 with MyReadingLab was showing promise with students demonstrating measurable improvement in reading skills. A more complete report will be available at the end of the semester.
TO: The Senate  
FROM: James Toole, Chair  
Educational Policy Committee  
DATE: March 26, 2012  

1. Approved amendment of the Senate by-laws to alter the membership of the Graduate Subcommittee.
2. Discussed regulations on academic misconduct.
3. Reviewed IPFW policies on late partial withdrawals and recommended changes to the forms used to process such withdrawals.
4. Reviewed IPFW policies on the acceptance of credits and grades through the Indiana College Network.
5. Recommended revisions to the Registrar’s room scheduling policy.
6. Discussed the protection of faculty copyright and forwarded a document on that to the Senate for information only.
7. Approved revision of the Academic Regulations to modify rules on changes from credit to audit status.
8. Approved revision of the 2013-2014 academic calendar.
10. Reviewed the academic calendar formula document and approved changing it from a Senate reference document to a Senate document.
11. Worked with the General Education Subcommittee to (1) more clearly specify learning objectives for each of the six General Education areas and (2) connect General Education program goals more clearly to the Baccalaureate Framework.
12. Approved amendment of the Senate by-laws to modify the charge of the Developmental Studies Subcommittee.
13. Discussed IPFW policies concerning the penultimate week of the semester.
14. Approved an IPFW credit hour policy.
15. Approved the creation of an ad hoc General Studies Program Council.
16. Discussed the residency requirements in the Academic Regulations.

Membership: Anne Argast, Linda Hite, Rebecca Jensen, David Lindquist, William McKinney (ex officio), Patrick McLaughlin, James Toole, Yvonne Zubovic

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TO: The Senate  
FROM: Mark Masters, Chair  
Faculty Affairs Committee  
DATE: March 26, 2012  

The FAC has focused the majority of its attention on promotion and tenure criteria documents. In particular, we have been striving to revise and combine SD 88-25 and SD 94-3. There have been many fruitful discussions and we have been coming to a consensus but it is a very large task.

We have also been working on revision of SD10-14 the document on workloads. We have also made progress here but have not yet finished.

We have considered the report of the task force on student evaluations.

Still remaining for this year will be the Associate Faculty Teaching Award.

Membership:  
Margit Codispoti  
Marcia Dixson  
Peter Dragnev  
David Liu  
Mark Masters  
William McKinney (ex officio)  
Audrey Ushenko
MEMORANDUM

TO:  Kathy Pollock, Chair
      Executive Committee, Fort Wayne Senate

FROM:  Linda Wright-Bower, Chair
      General Education Subcommittee

DATE:  December 19, 2011

SUBJ:  Documents under Deliberation

The General Education Subcommittee (GES) continues to review proposals for new general education courses in addition to the review of all area six analysis and inquiry courses for recertification.  The IPFW Director of Assessment and the IPFW Director of General Education now share administrative and secretarial support.  Wanda Johnson provides this much needed assistance and considerable attention has been spent during this Fall 2011 semester organizing general education office procedures, creating a database, and providing resources to faculty.  Mrs. Johnson has updated materials available on the GES website and has posted additional examples of approved recertification proposals and syllabi in addition to examples of assessment procedures.  Furthermore, Dustin Moore has been met with and assisted faculty in preparing proposals and syllabi which met the intended general education program goals and learning objectives as defined in Senate Document #99-25.

I would like to encourage faculty to create interesting and novel area six course proposals.  While the course proposal and recertification review process has moved slowly in the past, this is in part due to common problems, omissions and issues.  Specifically the GES would like to see:

- Indications that the proposer has thought about how the source will satisfy the general education outcomes for area six along with foundation skills from area one.
- Evidence that the proposed outcomes are supported by the coursework and that both general education goals and outcomes are clearly defined in the syllabus.
- Clear methodology, descriptions, and strategies used to achieve the program and course objectives.
- Clear description of the proposer’s definition of critical thinking such that there is a strong connection between the outcomes, learning activities and assessment procedures.
- Clear description of the methods used to assess the general education outcomes and how this course assessment will be incorporated in the departmental assessment plan. Faculty members and proposers are not expected to review every general education outcome every semester. Rotation patterns need to be addressed and discussed.
- Indications that the course is open to non-majors.
- Description of the major project or projects which involve research from multiple disciplines and critical thinking and synthesis.

Course proposals that are often NOT approved are those that:

- Appear to have various portions of Senate documents cut and pasted into multiple course proposals.
- Lack general education goals and outcomes on the syllabus.
- Lack clear methodology for addressing the general education outcomes.
- Lack reinforcement of area one foundation skills.
- Lack a focused course assessment process and procedure.

Presently, the GES is well represented on IPFW Assessment Council. Both Dustin Moore and I represent the general education program. We both are involved in a number of assessment related task forces and projects as members of the Council. One of these small working groups specifically addresses assessment of general education outcomes.

There are two issues which may impact the work of the GES in the coming months. First, the recommendations from the Higher Education Commission recent accreditation report indicate that the program may need some organizational attention. Specifically,

“The link between the Baccalaureate Framework and General Education is not well articulated. The General Education subcommittee is encouraged to continue its efforts in defining general education as a program and in assessing student learning through its review and recertification of capstone courses.”

Since the Educational Policy Committee has the final policy authority over the GES, it would follow that the plans for addressing these needs be developed by the EPC. The Director of General Education and the GES will be available to assist with this process as requested. We look forward to the development of a creative plan to address this much needed work. This is old stuff ……?

Second, the impact and influence of the December 9th release from the Indiana Commission for Higher Education regarding adopting measures to streamline the transfer and boast college completion on IPFW general education programs and courses is yet to be discussed. A copy of this document follows this memo. What document is this?

Presently, there are no documents under deliberation in the GES. However, we continue to work with faculty to highlight general education accomplishments and hope to have examples of approved course proposals and syllabi for all six areas posted by the end of 2012.

Please do not hesitate to contact the general education office @ 481-6099 should you require further information concerning general education.

Respectfully submitted,

Linda Wright-Bower
Chair, General Education Subcommittee
TO: The Senate  
FROM: Graduate Subcommittee  
DATE: March 26, 2012  

Nothing to report.  

Membership:  
Susan Ahrens  
Sheena Choi  
Linda Hite (PU Liaison)  
Shannon Johnson  
Karen Leonard (IU Liaison)  
David Liu  
Sue Mau  
James Moore  
Steven Sarratore (ex officio)  

TO: The Senate  
FROM: Stanley Davis, Chair  
Indiana University Committee on Institutional Affairs  
DATE: March 20, 2012  

We have been meeting monthly with our IU campus counterparts. Ongoing on the agenda are IU benefits, IU P&T processes and updates to the IU Constitution and By-laws.  

Membership:  
Stanley Davis  
David Lindquist  
Michael Nusbaumer  
Zelimir Todorovic
TO: The Senate  
FROM: Nancy Virtue  
    International Services Advisory Subcommittee  
DATE: March 26, 2012  

Wrote an online survey to poll faculty about their international expertise/experience, as well as their interest in/knowledge about international curricula at IPFW. We are planning to administer the survey either this semester or next.

Membership:  
Nodir Adikov  
Sheena Choi  
Jane Ehle (ex officio)  
Mark Jordan  
Myeong Hwan Kim  
Brian Mylrea (ex officio)  
Nancy Virtue

TO: The Senate  
FROM: Cheryl Truesdell, Acting Chair  
    Library Subcommittee  
DATE: March 21, 2012  
SUBJ: End-of-the-Year Report 2011-2012  

At its fall meeting the subcommittee received a detailed update from the Dean on library accomplishments and issues. The subcommittee began a discussion of the best ways to provide feedback to the faculty and administration on the critical needs of the library. At its first spring meeting the subcommittee discussed taking a leadership role in soliciting feedback from faculty for the library’s first program review. The subcommittee will develop questions for a survey of faculty targeted for fall 2012. The last meeting of the subcommittee will be in April 2012 to review and award Special Needs grants to faculty.

Membership: Prasad Bingi, Chao Chen, Adam Coffman, Barry Dupen, Gail Hickey (Chair), Linda Hite, Donald Lin, Kathleen Murphey, Cheryl Truesdell, ex-officio.
TO: The Senate
FROM: Alice Merz, Chair
       Nominations and Elections Committee
DATE: March 26 2012

1. Conducted election for the Indiana University Speaker.
2. Conducted election for Presiding Officer
3. In the process of collecting faculty nominations for various Senate committees and subcommittees.

Membership:

Suining Ding
Myeong Hwan Kim
Alice Merz
Zelimir Todorovic

TO: The Senate
FROM: Matthew Walsh
       Professional Development Subcommittee
DATE: March 27, 2012

1. Evaluated applications for the IPFW Summer Faculty Research Grant program (27 proposals received)
2. Evaluated applications for the IPFW Summer Senior Faculty Research Grant Program (6 proposals received)
3. Evaluated sabbatical applications in November.

Membership:

Susan Ahrens
Jihad Albayyari (ex officio, nonvoting)
Margit Codispoti
Andrew Downs
Peter Ng
Susan Skelkoff
Matthew Walsh
David Young
TO: The Senate
FROM: Peter Dragnev, Chair
Purdue University Committee on Institutional Affairs
DATE: March 26, 2012

Nothing to report.

Membership:
Peter Dragnev
Abdullah Eroglu
Marc Lipman
David Liu
John Niser

TO: The Senate
FROM: Suzanne LaVere, Chair
Student Affairs Committee
DATE: March 19, 2012

Nothing to report.

Membership:
Jeffrey Casazza
Chand Chauhan
David Liu
George McClellan (ex officio)
Kathy Pollock
Yvonne Zubovic
TO: The Senate
FROM: Marc Lipman, Acting Chair
       University Resources Policy Committee
DATE: March 26, 2012

Reported to Senate an analysis of staffing and budget data.

Membership:
Anne Argast
Walter Branson
Carol Crosby
Rachel Dirig
Peter Dragnev
Abdullah Eroglu
H. Jay Harris (ex officio, nonvoting)
Zeynep Isik-Ercan
Marc Lipman
Ann Livschiz
William McKinney (ex officio)
Alice Merz
John Niser
Zelimir Todorovic
Jack Dahl/Robert Wilkinson (non-voting)