

FORT WAYNE SENATE AGENDA  
MONDAY  
OCTOBER 19, 2009  
12:00 P.M., KT G46

1. Call to order
2. Approval of the minutes of September 14, 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 – S. Davis
6. Special business of the day – Memorial Resolution (Senate Reference No. 09-5) – B. Abbott
7. Committee reports requiring action  
    Educational Policy Committee (Senate Document SD 09-1) – B. Abbott
8. Question Time (Senate Reference No. 09-6)
9. New business
10. Committee reports “for information only”  
    Graduate Subcommittee (Senate Reference No. 09-7) – J. Garrison
11. The general good and welfare of the University
12. Adjournment\*

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

Approving  
B. Abbott, Chair  
R. Barrett  
S. Davis  
J. Grant  
M. Nusbaumer  
K. Pollock  
A. Ushenko

Absent

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Attachments:

- “Memorial Resolution – Larry Dennis Cannon” (SR No. 09-5)  
“Proposed Amendments to the IPFW Academic Regulations and Procedures: Approval of Faculty-Initiated Withdrawal Policy” (SD 09-1)  
“Question Time: regarding performance evaluations for associate vice chancellors in academic affairs” (SR No. 09-6)  
“Name change of Nursing Administration concentration from “Nursing Administrator” to “Nurse Executive” (SR No. 09-7)

**Larry Dennis Cannon (10/3/1933—2/10/2009)**

IPFW lost one of its finest teachers, and an exemplary chairperson, when L. Dennis Cannon died in Parrish, Florida on February 10, 2009, after a battle with pancreatic cancer.

Dr. Cannon earned his BA in psychology from the University of Wisconsin, Madison in 1955. He then attended Purdue University, Lafayette, receiving his PhD in Psychology in 1959. From 1959 until 1967, he was a Senior Research Scientist at HUMRRO (the Human Resources Research Office) at George Washington University, Alexandria, Virginia.

Dennis came to IPFW in “the early years,” beginning his stay here on September 6, 1967. He was admired by his colleagues and revered by his students, even though he taught some of our most difficult classes. Every semester, he made a point of knowing all of his students by name by the end of the second week of classes. In July 1986, Dr. Cannon was promoted to Associate Professor, and began his tenure as Chair of the Department of Psychology, a position he held until his retirement, in June 1995. We remember Dr. Cannon for his leadership, kindness, sense of justice and sense of humor, and his dedication to IPFW.

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

## Question Time

Each year faculty members receive performance evaluation forms for the Chancellor and the Vice Chancellor for Academic Affairs (VCAA) but not for the Associate Vice Chancellors in Academic Affairs. Individuals appointed in those positions are given responsibilities that require interaction with many faculty members and administrators but currently faculty are not given an opportunity to evaluate their performance. What is the reason behind this? Will you be willing to implement an evaluation process for the Associate VCAs?

Shree Dhawale  
Department of Biology

To: IPFW Senate

From: Judith Garrison, Chair  
Graduate Subcommittee

Date: September 20, 2009

Re: Request for Revision of Existing Concentration:  
Changing the name of the nursing graduate program concentration from “Nursing Administrator” to “Nurse Executive”

The Graduate Subcommittee supports the Request for Revision of Existing Concentration name change, and finds that the proposal requires no Senate review.

Graduate Subcommittee Vote: Friday, Sept 4, 2009

Approving

S. Carr  
J. Garrison  
L. Hite  
A. Livschiz  
J. Moore

Not Approving

Absent

S. Ahrens  
B. Fife  
G. Hickey

