Approval of senate minutes of September 27, 2012

I.  Announcements
    A.  Special Guests
        1.  Phil Repp, Vice President for Information Technology
            Update on Enterprise Resource Planning (ERP)
    B.  Next Scheduled Meetings
            Senate Agenda Committee – Monday, November 19, 2012, 8:00 a.m., (LB 104)
            University Senate – Thursday, November 29, 2012, 4:00 p.m., (LB 125)
    C.  Graduation Policy
            Undergraduate Education Committee 8/27/12
            There was discussion of the new minimum credits (120) required for graduation and managing individuals with 120 or more credits but less than 126 who have not graduated but wanted to graduate.
            MOTION: Moved and seconded that UEC reaffirms what’s in the current catalog concerning time limits on coursework, with departments having the right to determine graduation requirements.

MOTION CARRIED

II. Recognition of Death – Jack Kovell
        Assistant Professor Emeritus, Physical Education
        Retired, 27 years of service

III. Council/Committee/Student Senate Reports
    A.  Governance and Elections Committee – Ralph Bremigan, Chairperson
    B.  Faculty Council – Kip Shawger, Chairperson
    C.  University Council – Katie Slabaugh, Chairperson
    D.  Campus Council – Kevin Thurman, Chairperson
    E.  Student Senate – Chris Wilkey, President, Student Government Association
IV. Report by Chairperson of Senate – David Pearson (Enclosure #1 - Issues in the Senate System)
   A. Please remind your departments/areas that amendment results are due in the University Senate Office by 5:00 p.m., Monday, December 10.

V. Questions Directed to the President

VI. Question and Answer Period

VII. Unfinished Business
   A. Salary and Benefits Revisions in Handbook (Enclosure provided at 9/27/12 University Senate Meeting)

VIII. New Business
   A. Term Limits for Councils/Committee membership – Constitutional Amendment
      First Reading (Enclosure #2)

IX. Other Items

X. Adjournment

/mt
1. The meeting was called to order at 4:00 p.m., by the Chairperson of the University Senate, David Pearson.

   Roll Call was taken by initialing the roster located at the entrance to LB 125.


   Substitutes:  Mark Myring for J. Ledbetter, Brian Meekin for C. Munchel, Richard Fluegeman for S. Rice-Snow, Shannon Staton for G. Slater


2. A motion was made and seconded (Shawger/Bowers) to approve the minutes of August 30, 2012.

   Joyce Huff was present at the meeting but was marked absent.

   The motion to approve the revised minutes, carried.

3. Announcements

   A. Special Guest – The chair introduced Bill Scholl, Ball State Athletic Director

   Mr. Scholl thanked the chair for the opportunity to come to the meeting today. He is in his sixth month at Ball State. Previously, he was at the University of Notre Dame for twenty-three years. His middle daughter is a Ball State graduate, so he had the opportunity of seeing the university through the eyes of a parent and now an employee.

   He stressed there are few priorities that are more important and was his primary reason he wanted to come to Ball State: We have the student-athlete equation in the right order. We have 300+ athletes with a GPA of 3.0 or higher. These are extremely high for a Division One-A program. He feels the university needs to deliver on what we promised the athletes when visiting campus: 1) academic progress, 2) growth as individuals, and 3) development as athletes, in that order.

   He feels he needs to responsibly manage the department of athletics. It must be as fiscally sound as possible. It is necessary to compete at the MAC level. His background is in resource development – fundraising and corporate sponsorships. It is important to grow the revenue side to be the best we can be.

   Mr. Scholl mentioned the Friday luncheons, which are mainly football-centric. There is usually a student speaker. He welcomed faculty to attend these luncheons as a means to add the academic link to the sports-focused luncheon.

4. Agenda Items B. (Next scheduled meetings), C. (Editorial revision-Enclosure #1), and D. (Change of committee name) were reviewed.

   The chair reminded the members the reason for reviewing the announcements as any of them can be brought forward as an item of business.

5. There was a moment of silence to recognize the death of David Shepard.
6. Committee Reports

A. Governance and Elections Committee – Ralph Bremigan, Chairperson. Ralph reported the committee met this morning and took action on two issues: 1) Term limits and how they currently do not apply to councils and committees and 2) ex officio membership on the Athletics Committee. There is currently more than one associate director of athletics. The committee has been requested to send forward a recommendation regarding this issue.

B. Faculty Council – Kip Shawger, Chairperson. Kip reported the next meeting is October 4. There will be three guests: Laura Helms will be speaking about DegreeWorks, Yasemin Tunc will be speaking about Blackboard, and Keith Kothman, Chair of the University Promotion and Tenure Committee, will discuss and receive feedback on the proposed language revisions in the University Promotion and Tenure document.

C. University Council – Katie Slabaugh, Chairperson. Katie reported the council met on September 13 and approved the Salary and Benefits document. The council meets on October 11 and will have a report from Bill Knight, Executive Director of Institutional Effectiveness, regarding the workplace satisfaction survey sent out today via e-mail.

D. Campus Council – Kevin Thurman, Chairperson. Kevin reported the council met last week and discussed possible revisions to the diversity statement in course syllabi. They also hope to have an update on the Smoking Task Force.

E. Student Senate - Chris Wilkey, President, Student Government Association. Heather Closson, Vice President of SGA, reported the Student Senate met and passed a couple of pieces of legislation, including a disabilities checklist for events and the repainting of the lines at the intersection of Bethel/Centennial/New York Street. Thirty one of the thirty six student seats on University Senate committees will be filled by next week.

7. Report by Chairperson of Senate – Dave Pearson (University Senate Agenda 9/27/12, Enclosure #2)

The chairperson reviewed the items on the Issues list. One that has not moved is the Open Access Mandate Proposal. It has not been forgotten and will be addressed. He will continue to keep the senate updated on the progress of the issues. With the issues presented today by the University Promotion and Tenure Committee – the senate should work smart, not hard. Much like the constitutional amendments, the material will be presented and then give you a month to digest it and report back to your departments/areas. The Faculty Council will do much of the same.

The Evaluation of Teaching issue is still on the issues list because the senate took no action on the report submitted by the Teaching Evaluation Committee.

The Task Force on Academic Rigor has no recommendations at this point. They are currently working on recommendations and will be presenting them to this body. Decisions on what actions to take can be discussed at that time. The task force would welcome correspondence and suggestions from anyone regarding their work.

The issue of Salary Compression has been discussed by the Salary and Benefits Committee.

8. Questions Directed to the President

The President reported the following:

- The Employee Satisfaction/Climate on Diversity survey was mailed to all faculty, professional personnel, and staff this week.
- The university has submitted their budget request to the legislature.
Vice President Howard has been working with the Salary and Benefits Committee on the issue of salary compression. A Salary Study team is being formed of members of the Salary and Benefits Committee and representatives from the Faculty Council.

The budget is driven by performance metrics. She will be meeting with the colleges during early spring semester.

The Beneficence Celebration (Benny Bash) will take place today at 5:30 p.m. with cake and punch. Three members of the Ball family will be in attendance.

The Gibbs/Cheney debate is scheduled for Monday, October 8. The timing is excellent and it should be an interesting conversation.

Angela Ahrendts will be on campus October 11 to receive the Distinguished Alumni Award. She will be coming from London to receive her award.

She is in the middle of completing a President’s Perspective to provide follow-up information on topics discussed at the fall meeting, a review on the Indiana Commission for Higher Education (ICHE) report update, and other issues as well.

Regarding the issue of the pedestrian crossing on the University Avenue side of the Student Center: The university police have had no complaints regarding unsafe speeds and ignoring the pedestrian crosswalk. She suggests reporting incidents to the university police so a record can be made of the incidents.

The President responded to the following questions from the members of the senate:

- **Miller College of Business is having problems with the paper towel dispensers; they are either completely empty on average of twice a week and/or jammed.**

The President responded that she will refer the situation to facilities and reminded everyone their Dean’s Office can also report such problems to facilities.

- **Any information on MOOC’s (Massive Open Online Course) that has been sent via e-mail this week?**

The President responded this new practice has taken off in which one can take courses at well-respected universities for no credit or grade. The largest population of MOOC’s is at Massachusetts Institute of Technology (MIT). She thinks this is actually a serious topic for a small group at another time, as one can anticipate what can happen with this type of course. It could become an avenue to promote our faculty and curriculum. It offers a way to learn about a new area if you want to learn.

- **Any information on the Power Station situation in regard to the geothermal project?**

The President responded she knows nothing more than the senate. It took the university by surprise and there is an upcoming meeting scheduled for more information. The university is challenging IMP on their statement about the University because we don’t believe it is an accurate one. The geothermal project is not the reason that IMP is upgrading their substation.

- **Any more information regarding graduating students in four years or double majors and going more than eight semesters?**

The President responded that the emphasis on the four year degree is coming from ICHE. Our funding is tied to graduation rates and “on-time” completion. This is a nation-wide movement. The university instituted a 4 point tuition structure to incentivize students to complete on time. Under this plan, students will pay a higher tuition rate if they take more than 144 credits. This 144 credit limit was supposed to go into effect starting in 2011-12. We did not enforce it last year, but we do now. There is an appeal procedure.
- **Does the administration have data regarding students who have graduated with more than 120 hours?**
  The President responded that each dean and every department has extensive data on this. Too many students take fewer than 15 credits/semester and take more than 126 credits to graduate. Taking a double major is not a major factor in delayed graduation rates.

- **Is it true that testing out of courses still counts towards credits?**
  The President responded this is true.

- **Further, is there some outlet to inform students of these important new policies?**
  The President stated there are initiatives underway to inform students. She also reported there are incentives in place to encourage students to graduate in four years. There is a $500 scholarship if one graduates in four years, reducing the cost of the last semester. The university has also reduced the cost of summer classes and increased the number of online classes.

- **We are being pressed to get students through quicker, but improve rigor. How is this reconciled?**
  The President responded there should not be a conflict. She believes students should graduate with an academically rigorous degree; courses need to be demanding. There is no effort or incentive to be less demanding – we have not challenged students enough. Data show students spend more time socializing than studying.

- **Has ICHE considered there are more students working 20-30 hours a week than ever before? Questions to consider: 1) If students are taking more than four years, to what extent does outside work play a factor, and 2) does the administration make it a priority to convey that message to freshmen during orientation?**
  The President responded that students should plan to take 15 credits per semester, or make it up during the summer with on campus or online classes. They are trying to stress at every opportunity how important it is to graduate in four years. Repeating classes and double majors are small factors delaying graduation. Most students are working fewer than 30 hours.

  At this time, Associate Provost Marilyn Buck reported the university has the results of a national survey on student engagement for freshmen and seniors. The results are less than anticipated and it appears that many spend too much time on social activities. She will send it out to members of the senate.

  The President reminded the membership of the senate there are many articles currently indicating the same data and same findings.

- **Has there been any discussion requiring an advisor’s signature each semester so student’s progress can be tracked within their particular major?**
  The President responded there is currently a four year curricular map for each major. At the present time, an advisor’s signature is not required. There has been some conversation regarding the requirement of an advisor’s signature and she has asked the Provost’s office for a report on how every single major is advised from freshman through senior year. She hopes the new digital apps will, however, help the students stay on track.

- **The Strategic Plan, Academic Rigor, and the Commission’s requirements – is the university trying to make all of these in line with our plan?**
  The President responded the university strategic plan is totally aligned with ICHE’s plan.
The President thanked the senate for today’s discussion.

9. Question and Answer Period
   There were no questions.

10. Unfinished Business
    There was no unfinished business.

11. New Business
    A. Salary and Benefits Revisions in Handbook (University Senate Agenda, September 27, 2012, Enclosure #3)
       This item of new business was pulled from the agenda for today’s meeting for further discussion and will be
       included on another agenda of the senate.

    B. Endorsement of Student Senate Resolution SR-01-12/13 (University Senate Agenda, September 27, 2012,
       Enclosure #4)
       The chair of senate indicated this is an endorsement by the senate, which will assist in moving forward their
       legislation. Zeyne Guzeldereli discussed the resolution. The Student Government Association will be attending
       the Muncie government meeting on Monday, October 1.

       A motion was made and seconded (Shawger/Guntsche) to endorse the resolution.
    
       The motion carried.

12. Other Items
    The chair of senate reminded the membership of the Blackboard community online.

13. Adjournment
    The meeting adjourned at 5:20 p.m.

October 25, 2012

David Pearson, Chairperson
Amy Harden, Secretary

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### Issues in the Senate System 2012-2013

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CONSTITUTIONAL AMENDMENT – FIRST READING
Term Limits for Councils/Committees in Senate System

IV. University Councils and Committees

1. The Senate shall maintain three University Senate Councils – the Campus Council, the Faculty Council, and the University Council – to assist the University Senate in formulating educational policies. The three University Senate Councils shall maintain the following standing committees:
   1.1 **Campus Council**: Events Programming and Scheduling, Public Safety, Student Activities, Student Center, Student Financial Assistance, Student Rights, Ethics and Standards, University Traffic Appeals Subcommittee, Parking Subcommittee;
   1.2 **Faculty Council**: Academic Freedom and Ethics, Contract Faculty, Creative Arts, Creative Teaching, Graduate Education, Instructional Media Support, Library, Professional Education, Salary and Benefits, Special Leave, Teaching Evaluation, Undergraduate Education, University Grade Appeals, University Promotion and Tenure;
   1.3 **University Council**: Academic Assessment and Institutional Research, Admissions and Credits, Athletics, Extended Education, Financial and Budgetary Affairs, Information Technology, Rinker Center for International Programs, Judicial, Master Planning and Facilities, Publications and Intellectual Properties, and Research.

2. The establishment of new University Senate Councils and Council Standing Committees shall be recommended to the Senate by the Governance and Elections Committee.

3. Members of councils or standing committees/subcommittees in the Senate system, with the exception of students, may serve three complete and consecutive two-year terms. An exception is the University Promotion and Tenure Committee, whose members may serve two complete and consecutive three-year terms.

4. When a faculty or professional personnel position is vacated on a council or committee/subcommittee in the Senate system, a replacement will be elected or appointed, whichever the case may be, to complete the original term through the same process used for electing or appointing the vacating representative. The person elected or appointed as a replacement will be eligible for later election or appointment to terms as per Section IV:3. When a student position is vacated on a council or committee/subcommittee in the Senate system, a replacement will be appointed by the President of the Student Government Association.

5. Individuals who have been elected or appointed for the maximum allowed number of consecutive full terms (as per IV:3) are ineligible to serve in the same capacity for a full term.

6. The membership of each council will elect by majority vote a Chairperson, Vice Chairperson and a Secretary for a one year term who will constitute the Executive Committee responsible for the following:
   6.1 Proposing assignments to each of the standing committees on the Councils;
   6.2 Preparing an agenda for each meeting of the Councils;
   6.3 Receiving and forwarding recommendations or issues approved by each Council.

7. The Chairperson for the Campus Council shall be a student; the chairperson for the Faculty Council shall be a faculty member; and the chairperson of the University Council shall be a professional personnel member.

Page 16, Faculty and Professional Personnel Online Handbook
II  Membership

1. Membership in the University Senate shall consist of the following elected and ex officio representatives:
   1.1 By virtue of their offices the President of the University, the Provost and Vice President for Academic Affairs, the chairpersons of the three councils of the University Senate, and one academic dean selected annually by all such deans to represent them;
   1.2 One elected regular faculty representative from each department for staggered two-year terms;
   1.3 A total of two contract faculty elected for staggered two-year terms by and from the full-time contract faculty;¹
   1.4 One professional personnel representative, elected by and from each professional personnel area, for staggered two-year terms. The electorate in each unit shall be the professional personnel on tenure, tenure-track, or continuing contracts. For purposes of participation in the governance system, faculty with primary assignment in one of the professional areas shall be defined as professional personnel.
   1.5 By virtue of their offices the President of the Student Government Association; the President of the Student Senate, the President Pro Tempore of the Student Senate, one graduate student elected by the graduate student body at large, and six undergraduate students elected by the student body at large for one-year terms. In the case of vacancies the President of the Student Government Association shall appoint students to best represent the diverse student population at Ball State University.
   1.6 Needed adjustments will be made whenever changes occur in the number of units.

2. No person except students may serve more than three consecutive full terms as an elected member of the Senate.

3. Individuals who have been elected for the maximum allowed number of consecutive full terms as per II.2) are ineligible to serve in the same capacity for a full term.

4. All elections of faculty and professional personnel representatives to the University Senate will be conducted by the units which they represent under the Governance and Elections Committee. Student representatives will be appointed by the Student Government Association. Appointments shall be made and elections shall be held by 15 March ³ each year for Senators to be seated in the fall.

5. Ex officio and elected members of the Senate have full voting rights in University Senate and on University Senate standing committees. Any member of the University Senate who is unable to attend one or more of its sessions may designate an alternate from the same unit for such meetings. The alternate must register with the Secretary of the Senate to be eligible to participate and vote.