AGENDA FOR
UNIVERSITY SENATE MEETING
(Meeting #6, 2016-2017)
February 23, 2017
4:00 p.m.
LB (Letterman Building) Room 125

Approval of Senate Minutes of January 19, 2017

I. Announcements
   A. Next Scheduled Meetings
      University Senate – Thursday, March 30, 2017, 4:00 p.m., Letterman Building (LB), Rm. 125
      Senate Agenda Committee – Monday, March 20, 2017, 2:00 p.m. (LB 104)
   B. Notice of Change in Department/Office Name (Enclosure #1)
      • Current Name: VP Enrollment Services
      • New Name: VP Marketing and Communications
      • Effective Date: January 9, 2017

II. Recognition of Deaths

   Dr. Thomas Ray  
   Professor Emeritus of Continuing Education  
   Retired 2009  
   50 years of service

   David C. Mercer  
   Student Financial Aid Officer Emeritus  
   Retired 2001  
   34 years of service

   Mr. James Allan (Al) Rent  
   Executive Director & General Director of Public Broadcasting  
   Retired 1978  
   1968-2017

   Edith L. Pittenger  
   Assistant Director Emerita of Personnel Services  
   Retired 1978  
   30 years of service

   Mr. James Allan (Al) Rent  
   Executive Director & General Director of Public Broadcasting  
   Retired 1978  
   1968-2017

III. Committee Reports

   A. Governance and Elections Committee – Karen Kessler, Chairperson
   B. Faculty Council – Tarek Mahfouz, Chairperson
   C. University Council – Lola Mauer, Chairperson
   D. Campus Council – Kathy Berryhill, Chairperson
   E. Student Government Association – James Wells, President

IV. Report by Vice-Chairperson of Senate – Karen Kessler – GANTT chart (Enclosure #2 - Issues in the Senate System)

V. Questions Directed to the Interim President

VI. Question and Answer Period

VII. Unfinished Business

VIII. New Business
   A. Bias Incident Reporting Procedures (Enclosure #3)

IX. Other Items

X. Adjournment

/mw
1. The meeting was called to order by the Chair of the University Senate, Kourtland Koch, at 4:04 p.m. Roll Call was taken by initialing the roster located at the entrance to LB 125.


   Substitutions were noted.

   A motion was made and seconded to approve the minutes of November 3, 2017.

   The motion carried.

2. Chairperson Koch thanked the representative from Unified Technology Support, Chase Thorpe, for running the console.

3. Announcements
   Items I. A. (Next Scheduled Meetings), I. B. (Notice of Change in Department/Office Name, Enclosure #1) were reviewed by the Senate membership.

4. Recognition of Deaths
   There was a moment of silence to recognize the deaths of Howard L. “Howie” Snider, Dr. Paul R. Errington, and Dr. Robert J. (Bob) Morris.

5. Committee Reports
   A. Governance and Elections Committee – No report.
   B. Faculty Council – No report.
   C. University Council – Continuing work with Business Affairs on telecommuting. The next meeting is scheduled for February 2.
   D. Campus Council – No report. The committee’s new Chair, Kathy Berryhill, introduced herself.
   E. Student Government Association – Took the lead in a sexual assault summit at IUPUI, sharing resources for combating campus sexual assault with other attending Indiana universities. During the summit, the SGA also touched base with other university representatives about encouraging their universities to publicly support the two hate crimes bills currently in the Indiana General Assembly. The SGA President expressed his gratitude for the governance system at Ball State, which allows the student body a voice in the university. SGA elections will take place the last two weeks of February.

6. Report by Chairperson of Senate – Kourtland Koch – GANTT chart (Enclosure #1) - Issues in the Senate System
   - Telecommuting – Discussion is ongoing with Salary & Benefits and Business Affairs on this issue.
   - Bias incident report – Tabled until Faculty Council receives the student body’s report revisions.
   - Responsible Conduct of Research – The appropriate committees are reviewing the current status of this policy.
   - ROA – No update.
   - Review of Senate System Structure – An ad hoc committee has been charged with reviewing the current university governance structure and proposing a new university governance structure to the University Senate. The target date for this proposal is July 2018.
   - Titles and Promotions for Contract Faculty – An ad hoc committee is working through the logistics of offering promotions to full-time contract faculty.
7. Questions Directed to the Interim President

Terry King, Interim President, introduced the new Vice-President for Marketing and Communications, Kathy Wolf, and invited VP Hannon to discuss parental leave. VP Hannon discussed three potential changes to employee benefits that are in process, pending the Board of Trustees’ approval:

- Elimination of same-sex domestic partner benefits, in light of the Supreme Court’s marriage equality ruling
- Enhancing the Employee Assistance Program (EAP) so that employees are eligible for 6 free counseling visits per year
- Paid Family Leave Program: In addition to current employee benefits, this program would allow six weeks of paid leave for either parent following the birth or adoption of a child. Discussions are also underway about expanding employee sick time from 10 to 60 days to care for a sick family member, consistent with FMLA laws.

During follow-up questioning, VP Hannon clarified that these proposals should be finalized to move forward in the appropriate committees by July 1, 2017, and thanked the Gender Equity Task Force for its work on these proposals.

Interim President King reported that he appeared before the Indiana House Ways and Means Committee on January 18, 2017. He summarized the university’s current requests:

- The Commission of Higher education has recommended an increase in Ball State’s operating costs for 6.2 million dollars.
- An inflationary increase for the Indiana Academy for Mathematics, Sciences, and the Humanities
- 5 million dollars to build more interactive learning spaces on campus
- Capital request for the second phase of the Cooper replacement

Interim President King stressed the importance of the Titles for Contract Faculty policy, which rewards high-performing contract faculty.

8. Question and Answer Period

Interim President King discussed potential promotion benchmarks and funding for the Titles for Contract Faculty policy.

9. Unfinished Business

There was no unfinished business.

10. New Business

A. Change to Academic Technology Committee Responsibilities (Enclosure #3)

A motion was made and seconded to approve a change to the academic technology committee’s responsibilities with respect to the election of the chairperson.

Motion carried

11. Other Items

A. Synopsis of the three current leave programs (pregnancy leave, maternity leave, and child care leave)

Discussion was omitted, following VP Hannon’s explanation of the proposed Paid Family Leave Program.

The new undersecretary was introduced, and thanks were expressed to Ashley for her service as undersecretary.

12. Adjournment

A motion was made and seconded to adjourn at 4:38 p.m.

Motion carried

Respectfully Submitted,

Rachel Kraus, Secretary

/mw
NOTICE OF CHANGE IN OFFICE/DEPARTMENT NAME

Current name*: VP Enrollment Services

Proposed name: VP Marketing and Communications

Effective date: 1/9/17

This information is to be completed by University Human Resource Services

<table>
<thead>
<tr>
<th>Fund</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>100100</td>
<td>140010</td>
</tr>
</tbody>
</table>

A job title change for Faculty or Professional Personnel resulting from the office/department name change needs to be processed on a P-3 “Notice of Change in Status/Compensation.” A job title change for Staff Personnel can be processed by contacting the Human Resources Representative of the appropriate area.

Chair/Department Head/Administrator

Date

College Dean/Appropriate Administrator

Date

Vice President/Senior Staff

Date

Send completed form to: Marie Williams, AVP for Human Resources/Admin. Svs.

University Human Resource Services will notify:

Assistant Controller
Budget Office
Bursar
Sponsored Projects Admin.
Facilities Planning & Management
Financial Info Systems & Technology
Information Technology
Inventory Control
Office of the President
Payroll and Employee Benefits
Printing Services
Provost & VP Academic Affairs

Purchasing Services
Registrar’s Office
Telephone Services (ITS)
University Senate
University Marketing & Comms.

*Changes in names of academic departments must be approved by the Board of Trustees.

<table>
<thead>
<tr>
<th>FACULTY COUNCIL</th>
<th>Committee</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telecommuting</td>
<td>Salary &amp; Benefits to Business Affairs</td>
<td>11/19/12</td>
<td>3/19/13</td>
</tr>
<tr>
<td>Stopping the Tenure Clock</td>
<td>Gender Equity Task Force SAC P&amp;T SAC FC</td>
<td>10/28/16</td>
<td>11/21/16</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNIVERSITY COUNCIL</td>
<td>Committee</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>Responsible Conduct of Research</td>
<td>Agenda to Research</td>
<td>9/15/14</td>
<td></td>
</tr>
<tr>
<td>CAMPUS COUNCIL</td>
<td>Committee</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>Campus Council</td>
<td>Committee</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>SENATE AGENDA</td>
<td>Committee</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>ROA (Reporting Outside Activities) Policy</td>
<td>Ad hoc committee on FPPH, then to FC and UC</td>
<td>Tabled, 4/28/16</td>
<td>Senate</td>
</tr>
<tr>
<td>Bias Incident Response Reporting Procedure</td>
<td>From SAC To FC (Tabled) To original committee To FC To SAC</td>
<td>4/18/16</td>
<td>11/10/16</td>
</tr>
<tr>
<td>GOVERNANCE &amp; ELECTIONS</td>
<td>Committee</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>The ad hoc committee on Senate Restructuring</td>
<td>From UC To G&amp;E To SAC To G&amp;E (Tabled) ad hoc committee</td>
<td>3/24/16</td>
<td>11/21/16</td>
</tr>
<tr>
<td>Titles and Promotions for Contract Faculty (ad hoc committee, chaired by (Tonya Skalon))</td>
<td>From SAC To ad hoc committee</td>
<td>4/18/16 11/21/16</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
</tbody>
</table>
Title: Reflection of Diversity on Class Syllabi

Summary: A Senate Resolution requesting Ball State University Professors to include the Diversity Statement and Bias Incident Response Reporting Procedure on class syllabi.

Whereas: The Council for Diversity and Inclusion appointed by the President (Fall 2015) have asked for student support on this initiative, is charged to address concerns to make Ball State a comfortable place for all students, and;

Whereas: The Ball State University Student body is comprised of many diverse students including, but not limited to race, sexual orientation, gender, and socio economic status, and;
Whereas: Currently the Diversity Statement or Bias Incident Response Reporting procedures are not listed on syllabi, and;

Whereas: Students have shared in the Beneficence Dialogue ¹ that micro aggressions are indeed common in the classroom, and;

Whereas: In the Campus Diversity Climate of fall 2014,² 19.9% of respondents reported experiencing intimidating and or hostile conduct in the classroom, and;

Whereas: The Diversity Statement provides students, faculty, and staff with a visual of Ball State’s commitment to diversity on campus

Whereas: The Bias Incident Response Reporting Procedure provides the instructions needed for students to report any hostile or intimidating conduct on and around the campus of Ball State University

Therefore be it Resolved That: Ball State University Student Government Association requests that the Diversity Statement and Bias Incident Response Reporting Procedure be placed on each class syllabi in the years to come.

Therefore be it Further Resolved That: the language for the Bias Incident Reporting Procedure will be as follows: “Ball State University aspires to be a university that attracts and retains a diverse faculty, staff and student body. We are committed to ensuring that all members of the campus community are welcome through our practice of valuing the various experiences and world views of those we serve. We promote a culture of respect and civil discourse as evident in our Beneficence Pledge. For Bias Incident Response service information, go to bsu.edu/multiculturalcenter/bias or e-mail mc2@bsu.edu.”

The abbreviated Diversity Statement is as follows:

“Ball State University aspires to attract and retain a diverse faculty, staff, and student body. We are committed to ensuring that all members of the community are welcome, through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse as expressed in our Beneficence Pledge and university resources http://cms.bsu.edu/campuslife/multiculturalcenter”