

**AGENDA FOR
UNIVERSITY SENATE MEETING**

**August 31, 2006
BB 109**

****PLEASE NOTE ROOM CHANGE FROM LAST YEAR****

- I. Roll Call
- II. Announcements
 - A. Reaffirmation of Standing Rules and Parliamentary Procedures (Enclosure #1)
 - B. In an effort to conserve paper, we will continue to produce enclosures to the agenda only once. Please take responsibility for bringing all appropriate materials with you to each meeting.
 - C. Next Scheduled Meetings
 - Senate Agenda Committee – September 18, 2006, 8:00 a.m., AT 202F
 - University Senate – September 28, 2006, 4:00 p.m., BB 109
 - D. Schedule of University Senate and Faculty Council Meetings (Enclosure #2)
 - E. Board of Trustees Action
 - Approved by Board of Trustees 5/5/06
 - 1. Doctoral Program Admission Requirements
 - Approved by Board of Trustees 6/29/06
 - 2. Change in name of the Department of Industry and Technology to Department of Technology
 - Approved by President, does not require Board of Trustees Approval
 - 1. Mercury Resolution
 - 2. University Calendar
 - 3. Policies for School of Extended Education Courses

F. Program Information – Academic Posting 2005-06, Volume XXXVII-8
Revised and New Programs:

College of Communication, Information, and Media
Department of Telecommunications
Major in Telecommunications
College of Sciences and Humanities
Department of Computer Science
Minor in Computer Security (New)
Major in Computer Science
Minor in Computer Science
Minor in Computer Applications
Minor in Web Technology

G. Center for School Innovation (CSI)

The Center for School Innovation (CSI), a collaborative operation among the College of Architecture and Planning, the Center for Energy Education/Research/Service (CERES), the Miller College of Business, and Teachers College, will focus on school development activities, entrepreneurial school leadership, and brokered services requested from schools. A School Design Studio will be established to provide a creative environment for addressing school development needs, ranging from planning facility renovation to designing innovative curricula. A summer institute, with accompanying activities throughout the year, will enable participants to secure a Certificate in Entrepreneurial Education Leadership. Associated with CSI, but not within its operation, will be a master's degree option in entrepreneurial education leadership, capturing essential theories, concepts, knowledge, and skills from the three colleges. In addition, requests for assistance will be brokered through CSI to faculty or other centers and institutes on campus where expertise exists to address particular needs.

H. Ball State University Confidentiality Agreement

I. Non-Senate committee appointments

1. University Review Board
 - Replace Robbie Bacon with Brian Tomlinson
2. University Patent and Copyright Committee
 - Replace Jody Britten (no longer at the university) with Gail Ring for remaining term
 - Reappoint Keith Kothman for second term
 - Appoint Darlene Lynch for Kay Hodson-Carlton (term has expired)

III. Recognition of Deaths – Kenneth L. Joy, Linda D. Keys, Jack D. Riegler, Coranell “Corky” Rossow, Shelby Dean Smith

IV. Committee Reports

- A. Governance and Elections Committee – Ione DeOllos, Chairperson
 - 1. University Senate Membership (Enclosure #3)
 - 2. Governance and Elections Ad Hoc Committee – editorial changes to Constitution (Enclosure #4)
 - 3. Reorganization of Office of Diversity Policy Institute, Center for Peace and Conflict Studies, Office of Teaching and Learning Advancement
- B. Faculty Council – Mark Popovich, Chairperson
- C. University Council – Adam Stegner, Chairperson
- D. Campus Council – Matthew Walker, Chairperson
- E. University Core Curriculum Task Force II – Juli Eflin, Chairperson

V. Report by Chairperson of the Senate – Bruce W. Hozeski (Enclosure #5 – Issues in the Senate System)

VI. Questions Directed to the President

VII. Question and Answer Period

VIII. Unfinished Business

IX. New Business

X. Other Items

XI. Adjournment

STANDING RULES FOR CONDUCTING SENATE BUSINESS

1. A member of the faculty or a student who is not a senator may initiate an agenda item by having a senator sponsor that item.
2. A member of the faculty or a student who is not a senator may initiate an agenda item by presenting the item to the Agenda Committee.
3. Senators may submit new agenda items in writing to the Agenda Committee.
4. The Senate will be called to order on the hour with sessions limited to one hour and twenty minutes.
5. Roll will be taken by the members initialing a roster.
6. Senators will be seated in a designated section of the room. Special areas of the chamber will be reserved for the seating of visitors.
7. The distribution of the minutes by mail will substitute for the reading of the minutes.
8. Announcements must be limited to Senate business and must be cleared through the Chair.
9. Scheduled meetings will include, following committee reports, a question-and-answer period not to exceed ten minutes in length, during which senators may request information from other persons present on matters of concern to the University community as a whole. The Chair shall rule out of order questions that are personal, departmental, or collegiate in scope or that do not pertain to University affairs.
10. The first time they speak at a meeting, senators will stand and identify themselves when addressing the Chair or the Senate.
11. Senators may, as a prerogative, address the Senate from the lectern.
12. Senate committees and councils must send minutes, reports, and recommendations to the Agenda Committee.
13. Committee reports should be brief (no longer than five minutes), official statements of the conclusions formally adopted within the reporting body.

The final statement should be a motion to accept the report of the committee. If action, other than accepting the report, is required by the University Senate, the proposed motion should be presented in writing to the Agenda Committee to be placed on the University Senate Agenda.

14. Proposals must be framed as resolutions or as motions. A lengthy resolution or motion should be submitted in writing prior to the call to order of the meeting.
15. All motions will be put on the floor for debate by a Senator first stating their name followed by a second with a Senator stating their name.
16. When a motion appears on the Senate agenda, the chair of the sponsoring committee, or a representative, or the person sponsoring the motion must be present in the Senate to present the motion.
17. When a lengthy resolution or motion is being perfected, the Chair may request that an amendment be considered "in principle" if in the Chair's judgment this will expedite debate. If the principle is adopted, an editor or editorial committee appointed by the Chair shall draft appropriate language for ratification by the Senate at its next meeting.
18. A Senator may interrupt debate on an agenda action item by "move to return motion to committee or refer to another committee for matters of clarification". This will require an immediate second, a debate and a simple majority vote of the body of the Senate. A majority vote will send the item back to the appropriate committee for further work or clarification. If the motion fails, debate will continue on the original motion followed by a vote of the body.
19. Voting will be by voice vote unless there is a request for a division of the house or for a written¹ ballot.
20. The Chairperson will appoint a parliamentarian for the Senate. The appointee may be a member of the Senate or from outside the body. An appointee from the body of the Senate will retain all privileges of a Senator, while an appointee from outside the body will have no voice or voting rights. It will be the responsibility of the parliamentarian to keep the Senate acting within the Standing Rules of the Senate and to interpret other issues by using Robert's Rules of Order.
21. Any items remaining on the Agenda in the last meeting of the Spring will automatically be carried over to the Fall Agenda.
22. The Senate Agenda Committee will be empowered to act for the Senate during the summer on emergency items, pending acceptance by the Senate in the fall.

Updated 05/06

Parliamentary Procedures at a Glance

To Do This: (1)	You Say This:	May You Interrupt Speaker?	Must You be Seconded?	Is the Motion Debatable?	Is the Motion Amendable?	What Vote is Required?
Adjourn the meeting (before all business is complete)	"I move that we adjourn."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote required
Recess the Meeting	"I move that we recess until..."	May not interrupt speaker	Must be seconded	Not debatable	Amendable	Majority vote required
Complain about noise, room temperature, etc.	"Point of privilege."	May interrupt speaker	No second needed	Not debatable (2)	Not amendable	No vote required (3)
Suspend further consideration of something	"I move we table it."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote required
End Debate	"I move the previous question."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Two-thirds Vote Required
Postpone consideration of something	"I move we postpone this matter until..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Two-thirds Vote Required
Have something Studied further	"I move we refer this matter to a committee."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote Required
Amend a motion	"I move that this motion be amended by..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote Required
Introduce business (a primary motion)	"I move that..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote Required

1. These motions or points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below it. But you may introduce another that is listed above it.

2. In this case, any resulting motion is debatable.
3. Chair decides.

Parliamentary Procedures at a Glance

To Do This: (4)	You Say This:	May You Interrupt Speaker?	Must You be Seconded?	Is the Motion Debatable?	Is the Motion Amendable?	What Vote is Required?
Object to procedure or to a personal affront	"Point of order."	May interrupt the speaker	No second needed	Not debatable	Not amendable	No vote needed, chair decides
Request information	"Point of information."	If urgent, may interrupt speaker	No second needed	Not debatable	Not amendable	No vote required
Ask for a vote by actual count to verify a voice count	"I call for a division of the house."	May not interrupt speaker (5)	No second needed	Not debatable	Not amendable	No vote re-quired unless objection (6)
Object to considering some undiplomatic or improper matter	"I object to consideration of this question."	May interrupt speaker	No second needed	Not debatable	Not amendable	Two-thirds vote required
Take up a matter previously tabled	"I move we take from the table..."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority required
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	May interrupt speaker	Must be seconded	Debatable if original motion is debatable	Not amendable	Majority required
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Two-thirds vote required
Vote on a ruling by the chair	"I appeal the chair's decision."	May interrupt speaker	Must be seconded	Debatable	Not amendable	Majority in the negative required to reverse chair's

4. The motions, points, and proposals have no established order of precedence. Any of them may be introduced at any time except when the meeting is considering one of the top three matters listed in the chart (motion to adjourn, motion to recess, point of privilege).

5. But division must be called for before another motion is started.

6. Then majority vote is required.

**University Senate
Faculty Council**

2006-07 Schedule

University Senate
4-5:20 p.m.

Senate Agenda Committee
8:00 a.m.

Faculty Council
4-5:20 p.m.

August 31, 2006

August 21, 2006

September 7, 2006

September 28

September 18

October 5

October 26

October 16

November 2

November 30

November 20

December 7

January 25, 2007

January 8, 2007

February 1, 2007

February 22

February 12

March 1

March 29

March 19

April 5

April 26

April 16

Locations:

**University Senate and Faculty Council: BB 109 (Fall, 2006) AJ 175 (Spring, 2007)
4-5:20 p.m.**

Senate Agenda Committee: AT 202F (CAST Dean's Conference Room)
8:00 a.m.

University Senate Agenda
August 31, 2006
Enclosure #3

University Senate membership (sent separately)

Editorial Changes to Constitution
Approved by Governance and Elections Ad Hoc Committee
July 17, 2006

1. University Human Resource Services Representative on Special Leave Committee

Rationale: Change to remove the professional personnel because there are no longer any professional personnel who apply for sabbaticals.

Motion by D. Pearson/L. Markle to drop from membership Section 10.112.

Motion carried.

2. Publications and Intellectual Properties Committee

Deletion of executive director of University Communications, and revision of committee responsibilities.

Rationale: With the changing climate with regard to copyright and institutional relationships to business and other operations/publications, the responsibilities deserve greater discussion and analysis. It was suggested that a task force be formed from the Senate Agenda Committee to review the responsibilities of the Publications and Intellectual Properties Committee during the academic year, 2006-07.

Motion by O. Smitherman/D. Pearson to delete executive director of University Communications position on ex officio membership.

Motion carried.

3. University Grade Appeals Committee - Appointment of committee and placement on organizational chart.

Question: Are the faculty elected or appointed to this committee?

It was suggested that the wording be changed to: "elected by and from the faculty of each college" to be less ambiguous.

Motion by M. Popovich/D. Pearson to accept the changes.

Motion carried.

Question: Where does it go on the organizational chart?

Motion by D. Pearson/B. Umansky to add as a standing committee under the Faculty Council.

Motion carried.

August 31, 2006
Enclosure #5

ISSUES IN THE SENATE SYSTEM, 2007-07
August 31, 2006

CAMPUS COUNCIL

Defibrillators for Campus Police Vehicles - from Agenda Committee 11/21/05 (Public Safety)
Handicapped Parking (Temporary Permits) – from Agenda Committee 11/21/05 (Public Safety)

FACULTY COUNCIL

Evaluation of Teaching (Teaching Evaluation)
Grade Inflation (Teaching Evaluation)
Restructuring Ball State Health Care Plans – from Agenda Committee 10/4/04 (Salary and Benefits)
Definition of Creative Arts for Faculty Award – from Agenda Committee 3/21/05 (Creative Arts)
1-2-1 Agreement (International Programs) – from University Council 9/15/05
Library Funding – from Agenda Committee 10/17/05 (Library)
Terminology of Contract Positions at BSU – from Agenda Committee 10/17/05 (Contract Faculty)
Athletic Funding – from Agenda Committee 11/21/05 (Financial and Budgetary Affairs)
Load credit for directing an undergraduate honors thesis or master's thesis – from Agenda Committee 8/21/06 (Salary and Benefits)
Major in Peace Studies – from Agenda Committee 8/21/06 (Undergraduate Education)

UNIVERSITY COUNCIL

Retirement Models (Financial and Budgetary Affairs)

GOVERNANCE AND ELECTIONS COMMITTEE

Representation of Student Affairs areas on University Senate
Reorganization of Office of Diversity Policy Institute, Center for Peace and Conflict Studies,
Office of Teaching and Learning Advancement – from Agenda Committee 11/21/05

8/23/06