

**AGENDA FOR
UNIVERSITY SENATE**

**September 30 2010
4:00 p.m.**

Letterman Building (LB) 125

- I. Roll Call
- II. Approval of the minutes of September 2, 2010
- III. Announcements
 - A. Next Scheduled Meeting

Senate Agenda Committee – Monday, October 18, 2010, 8:00 a.m., Letterman Building (LB) 104
University Senate – Thursday, October 28, 2010, 4:00 p.m., Letterman Building (LB) 125
- IV. Recognition of Deaths – James G. Hunt, Richard F. Kishel
- V. Committee Reports
 - A. Governance and Elections Committee – John Ledbetter, Chairperson
 - B. Faculty Council – Barry Umansky, Chairperson
 - C. University Council – Barbara Wills, Chairperson
 - D. Campus Council – Michael Miller, Chairperson
- VI. Report by Chairperson of Senate – Eric Kelly (Enclosure #1 - Issues in the Senate System)
- VII. Questions Directed to the President
- VIII. Question and Answer Period
- IX. Unfinished Business
- X. New Business
 - A. Membership of Councils/Committees in University Governance system (Enclosure #2)
 - B. Process for Updating Faculty and Professional Personnel Handbook (Enclosure #3)

C. Credits required for graduation

Undergraduate Education Committee 4/26/10
Faculty Council 9/9/10
Senate Agenda Committee 9/20/10

The minimum number of credits required for graduation shall be at least 120 for all bachelor's degrees. Necessary changes will be made in the *Faculty and Professional Personnel Handbook*, and the *Undergraduate Catalog*.

D. Professional Personnel Representation on Senate Committees (Enclosure #4)

XI. Other Items

Vice President for Business Affairs, Randy Howard, will answer questions concerning the following:

- A. Ramifications of revised Healthcare bill on Ball State Employees
- B. Student Wellness and Recreation Center fees for new facility

XII. Adjournment

/mt

MINUTES OF THE SECOND MEETING OF THE 2010-11 UNIVERSITY SENATE
Thursday, September 2, 2010

Members Present: 48

Members Absent: 11

1. The meeting was called to order by the Chairperson of the University Senate, Eric Kelly, at 4:00 p.m. Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: C. Ball, R. Bellaver, R. Bremigan, J. Chapman, G. Crawley, L. Deckers, J. Gora, J. Green, A. Gregg, D. Grosnick, M. Guntsche, M. Harvey, K. Hall, T. Hendricks, R. Hicks, M. Holtzman, J. Huff, R. Kanu, C. Kapinus, E. Kelly, T. King, J. Ledbetter, M. Maggiotto, D. Marini, L. Markle, W. McCune, M. McGrew, M. Miller, S. Parkinson, D. Pearson, K. Pickersgill, S. Rice-Snow, J. Rybarczyk, D. Shawger, G. Stamp, M. Steib, D. Supa, B. Umansky, B. Wagner, K. Warren-Gordon, A. Wieseke, B. Wills, J. Zhao

Substitutes: Amy Leahy for B. Adams, Elizabeth Agnew for J. Fry, Andy Beane for K. Hall, Cindy Walker for B. McRae, Jill Miels for C. Walker

Members Absent: T. Cummins, A. Edmonds, D. Haber, C. Marlow, C. Munchel, P. Parkison, M. Pyron, T. Richardson, W. Sharp, M. Whitlock, T. Zivney

2. A motion was made and seconded (Supa/Umansky) to approve the minutes of April 22, 2010.

The motion carried.

3. Discussion ensued regarding the Standing Rules (University Senate Agenda 9/2/10, Enclosure #1)

A motion was made and seconded (Umansky/Supa) to adopt the standing rules.

The motion carried.

4. John Ledbetter and Carolyn Kapinus, vice chairperson and secretary of the Senate, reviewed the responsibilities of the university senate as a whole. As outlined in the Faculty and Professional Personnel Handbook, the University Senate is responsible for educational policy at Ball State and serves in an advisory capacity to both the president and the Board of Trustees. The Senate reviews policies and actions taken by the three councils and their committees.

The flow chart of the university governance system was displayed and the routing process through the three councils was discussed. This is on page 5 and 37 in the handbook.

The chairperson of the senate interjected that the governance system is somewhat cumbersome, but will make every effort to move the issues through the senate system in a timely manner.

5. Committee Reports

- A. Governance and Elections Committee – John Ledbetter, Chairperson

John reported that the committee met this morning and elected Ralph Bremigan secretary and discussed the process by which senate action is implemented in the handbook.

- B. Faculty Council – Barry Umansky, Chairperson

Barry reported that the Faculty Council will meet on September 9. Issues regarding extended education and the academic ethics policy was discussed.

C. University Council – Barbara Wills, Chairperson

Barb reported that the University Council will meet on Thursday, September 16. The Extended Education issue has been sent back to the Extended Education Committee. The issue of professional personnel representation on committee is an item of discussion.

D. Campus Council – No report.

6. Report by Chairperson of Senate – Eric Kelly (University Senate Agenda 9/2/10, Enclosure #3)

The chairperson reviewed the items in the senate system. He will be making inquiries as to other items that are in the Senate system but not on the chart.

7. Questions Directed to the President

The President reported the following:

- Final number for freshman is 3,635; SAT scores are 29 points from last year and more than 50 from four years ago
- There is an increase in total enrollment of 730 FTE
- Total student enrollment (on and off campus) is 21,896
- Ball State is prominently listed in the New York Times Knowledge Network. BSU courses in emerging media are prominently listed. The world is changing in the area of journalism. Noted NY Times journalists are being asked to teach courses. Dustin Supa, senate representative from journalism, reported that the journalism curriculum is being revised to include teaching.

The Provost reported that a task force has been formed to look at the future of higher education and how it applies to Ball State, financing of an education, accountability standards required, etc. Faculty will be invited to participate in the discussion online and encouraged to participate in some manner. It will serve as a starting point for some areas of the strategic plan. The following reading materials are currently under discussion:

1. DIY U, by Anya Kamenetz
2. Bill Gates comments at the Techonomy Conference, Lake Tahoe, August 4-6, 2010, <http://techcrunch.com/2010/08/06/bill-gates-education/>
3. "Putting it to the Provosts," in Inside Higher Ed, August 2, 2010, <http://www.insidehighered.com/news/2010/08/02/aascu>
4. Openness as Catalyst for an Educational Reformation, http://www.educause.edu/EDUCAUSE+Review/EDUCAUSEReviewMagazineVolume45/OpennessasCatalystfor_anEducati/209246

There were no questions for the President or the Provost.

8. Question and Answer Period

There were no questions.

9. Unfinished Business

There was no unfinished business.

10. New Business

A. Membership of Councils/Committees in University Governance system
(Senate Agenda, 9/2/10, Enclosure #4)

No action was taken on this item of business. It will be added to the agenda for the next Senate meeting.

B. Senate Agenda Committee Elections

The following members of the University Senate were nominated for membership to the Senate Agenda Committee:

1. Carrie Ball
2. Carolyn Walker

A biographical sketch was available for review by the membership of the Senate. The floor was opened for nominations. There were no nominations from the floor.

A motion was made and seconded (Supa/Bellaver) to close nominations.

The motion carried.

The nominated faculty members were elected by acclamation.

11. Other Items

There were no other items.

The meeting adjourned at 4:35 p.m.

September 30, 2010

Eric Kelly, Chairperson

Carolyn Kapinus, Secretary

/mt

Enclosures #1 & 2...

Number: _____

University Senate Action

Title of Action passed by University Senate:

SECTION I (to be completed by Chair of University Senate)

Motion (attach motion on separate page; if revision of existing policy, please note revisions)

Is this action transmitted for action _____ or for information _____ ? (Check one)

Does this matter involve formation of educational policy? _____ Yes _____ No

If so, circle the matter listed below and found in 1.1 of the Constitution of the University Senate to which it pertains:

- 1.11 Standards for admission, selection, and retention of students;
- 1.12 Curricular requirements;
- 1.13 Institutional standards;
- 1.14 Requirements for granting of degrees;
- 1.15 Standards of academic freedom and professional responsibility.

Chair, University Senate

Date

SECTION II (to be completed by Provost and Vice President for Academic Affairs)

- _____ Recommend presidential approval
- _____ Recommend presidential approval pending further analysis (see "Comments" below)
- _____ Review and take under advisement for further consideration; no further action recommended at this time
- _____ Return to Senate for revision
- _____ Other

Comments:

Provost and VP for Academic Affairs

Date

SECTION III (to be completed by appropriate Cabinet member(s))

Does this action require investment of resources? _____ Yes _____ No

If the action requires new resources, describe the plan for financing the action:

Vice-Presidential Level Action (if applicable):

- _____ Recommend presidential approval
- _____ Recommend presidential approval pending further analysis (see "Comments" below)
- _____ Review and take under advisement for further consideration; no further action recommended at this time
- _____ Return to Senate for revision
- _____ Other

Comments:

Signature(s)

Date

Vice Presidential Area: PLEASE RETURN TO THE PROVOST'S OFFICE

SECTION IV (to be completed by the President)

President Action:

- _____ Approved; seek Board of Trustee approval
- _____ Approved; does not require Board of Trustee approval
- _____ Taken under advisement for further consideration (see "Comments" below)
- _____ No further action required at this time
- _____ Return to Senate for revision

INCLUSION IN FACULTY AND PROFESSIONAL PERSONNEL HANDBOOK

_____ ***Immediate (after Board of Trustees Approval, if necessary)
Update on-line handbook immediately***

_____ ***Fall implementation of handbook***

Comments:

Jo Ann Gora
President

Date

SECTION V

Follow-up:

Revision to Handbook for Faculty and Professional Personnel (if applicable):

Date

Copies sent to: Cabinet
Chair, University Senate
Undersecretary, University Senate

University Council
Task Force on Professional Personnel

Recommendations for Strengthening Professional Personnel Membership on Council Committees

Note: Current membership appears in plain text and strike-through mode; suggested changes are in italics and underlined. For clarity purposes, ex-officio member listings have been removed.

Campus Council Standing Committees

1. Events Programming and Scheduling Committee

1.1 Membership – The membership of the Events Programming and Scheduling Committee shall consist of the following:

1.11 Voting

1.111 Two members appointed by the Campus Council, of whom at least one appointee must be member of that Council, for staggered two year terms;

1.112 Two faculty, appointed by the Faculty Council, for staggered two year terms;

~~1.113 Two members appointed by the University Council, for staggered two year terms;~~

1.113 Two professional personnel, appointed by the University Council, for staggered two year terms;

1.114 Two students with special interest or expertise in the performing arts to be appointed by the Student Government Association, for one year terms;

1.115 Four members from the community or region to be appointed by the President of the University, for staggered two year terms.

4. Student Center Committee

4.1 Membership – The membership of the Student Center Committee shall consist of the following:

4.11 Voting

4.111 Two members appointed by the Campus Council, of whom at least one appointee must be a member of that Council, for staggered two year terms;

4.112 Two faculty appointed by the Faculty Council, for staggered two year terms;

~~4.113 Two members appointed by the University Council, for staggered two year terms;~~

4.113 Two professional personnel, appointed by the University Council, for staggered two year terms;

4.114 Four students appointed by the Student Government Association, for one year terms;

4.115 One student representative appointed by the University Program Board, for a one year term.

Task Force Rationale for Membership Change: Both the Events Programming and Scheduling Committee and the Student Center Committee carry responsibilities for scheduling programs and events which may be sponsored by administrative offices supervised by or student groups advised by professional personnel. Changing the phrases *members appointed by University Council* to *professional personnel appointed by University Council* complements the stipulations for *faculty* members and *student* members.

2. Public Safety Committee

2.1 Membership – The membership of the Public Safety Committee shall consist of the following:

2.11 Voting

2.111 Two members appointed by the Campus Council, of whom at least one appointee must be member of that Council, for staggered two year terms;

2.112 Two faculty appointed by the Faculty Council, for staggered two year terms;

~~2.113 Two members appointed by the University Council, for staggered two year terms;~~

2.113 Two professional personnel, appointed by the University Council, for staggered two year terms;

2.114 Two students appointed by the Student Government Association, for one year terms;

Task Force Rationale for Membership Change: The Public Safety committee addresses issues relevant to all constituencies represented by the three branches of the governance system: faculty, professional personnel, and students. Task force members believe stipulating *professional personnel* in the membership requirements (2.113) allows for more appropriate representation.

5. Student Financial Assistance Committee

5.1 Membership – The membership of the Student Financial Assistance Committee shall consist of the following:

5.11 Voting

5.111 Two members appointed by the Campus Council, of whom at least one appointee must be a member of that Council, for staggered two year terms;

5.112 Two faculty appointed by the Faculty Council, for staggered two year terms;

~~5.113 Two members appointed by the University Council, for staggered two year terms;~~

5.113 Two professional personnel, appointed by the University Council, for staggered two year terms;

5.114 Two students appointed by the Student Government Association, for one year terms.

6. Student Rights, Ethics and Standards Committee

6.1 Membership – The membership of the Student Rights, Ethics and Standards Committee shall consist of the following:

6.11 Voting

6.111 Two members appointed by the Campus Council, of whom at least one appointee must be a member of that Council, for staggered two year terms;

6.112 Two faculty appointed by the Faculty Council, for staggered two year terms;

~~6.113 Two members appointed by the University Council, for staggered two year terms;~~

6.113 Two professional personnel, appointed by the University Council, for staggered two-year terms;

6.114 Two students appointed by the Student Government Association, for one year terms.

Task Force Rationale for Membership Change: Because of their university assignments, professional personnel in specific administrative areas often have experience with the issues addressed by both committees. Professional personnel appointments allow University Council to include people with appropriate expertise who may or may not be members of the council itself.

University Council Standing Committees

4. Extended Education Committee

4.1 Membership – The membership of the Extended Education Committee shall consist of the following:

4.11 Voting

~~4.111 Three members appointed by the University Council; one of whom must be a member of the University Council, for staggered two year terms;~~

4.111 Three professional personnel appointed by the University Council;

4.112 Seven members, one representing each college, appointed by the Faculty Council, for staggered two year terms;

4.113 One undergraduate and one graduate student appointed by the Student Government Association, for one year terms.

5. Financial and Budgetary Affairs Committee

5.1 Membership – The membership of the Financial and Budgetary Affairs Committee shall consist of the following:

5.11 Voting

~~5.111 Three members appointed by the University Council, one of whom must be from the University Council, for staggered two year terms;~~

5.111 Three professional personnel appointed by University Council

5.112 Three members appointed by the Faculty Council, one of whom must be from the Faculty Council, for staggered two year terms;

5.113 One undergraduate and one graduate student appointed by the Student Government Association, for one year terms.

7. International Programs Committee

7.1 Membership – The membership of the International Programs Committee shall consist of the following:

7.11 Voting

~~7.111 Two members appointed by the University Council, one of whom must be a member of University Council, for staggered two year terms;~~

7.111 Two professional personnel appointed by University Council.

7.112 Seven faculty, one representing each college, appointed by the Faculty Council, for staggered two year terms;

7.113 One undergraduate and one graduate student appointed by the Student Government Association, for one year terms.

9. Master Planning and Facilities Committee

9.1 Membership – The membership of the Master Planning and Facilities Committee shall consist of the following:

9.11 Voting

9.111 Three faculty appointed by the Faculty Council, one of whom must be a member of the Faculty Council, for staggered two year terms;

~~9.112 Three members appointed by the University Council, one of whom must be a member of the University Council, for staggered two year terms;~~

9.112 Three professional personnel appointed by University Council;

9.113 One undergraduate and one graduate student appointed by the Student Government Association, for one year terms.

Task Force Rationale for Membership Change: The recommended membership changes for the above four committees would ensure those committee "slots" are dedicated to professional personnel. Eliminating the "...one of whom must be a member of University Council..." restriction would expand representation from the limited professional personnel membership of University Council.