

**AGENDA FOR  
UNIVERSITY SENATE MEETING**

*(Meeting #5, 2011-12)*

**December 1, 2011  
4:00 p.m.  
TC 101**

Approval of senate minutes of October 27, 2011

I. Announcements

A. Next Scheduled Meetings

Senate Agenda Committee – Monday, January 9, 2012, 8:00 a.m., LB 104

University Senate – Thursday, January 19, 2012, LETTERMAN BUILDING, Rm. 125

**PLEASE NOTE ROOM CHANGE FOR SPRING SEMESTER**

B. Update on Exam Services schedule during finals week – Terry King, Provost

C. Reminder for department/area voting on Constitutional Amendment

D. Program Information – Academic Posting 2011-12, Volume XLIII-2

Revised Programs

Miller College of Business

Department of Marketing and Management

Minor in Marketing

Minor in Professional Selling

College of Fine Arts

School of Music

Major in Music Composition

College of Sciences and Humanities

Department of Geography

Major in Geography

Department of Modern Languages and Classics

Major in Japanese

Minor in Japanese

Department of Philosophy and Religious Studies

Major in Philosophy

Minor in Philosophy

Department of Psychological Science

Major in Psychological Science

Minor in Psychological Science

E. Honorary Degrees, December Commencement (Enclosure #1)

F. Recognition of Death – Donald Edward Bivens, Robert Eldon Marsh

II. Committee Reports

A. Governance and Elections Committee – Richard Bellaver, Chairperson

B. Faculty Council – John Ledbetter, Chairperson

C. University Council – Barbara Wills, Chairperson

D. Campus Council – Kevin Thurman, Chairperson

III. Report by Chairperson of Senate – Eric Kelly (Enclosure #2 - Issues in the Senate System)

IV. Questions Directed to the President

V. Question and Answer Period

VI. Unfinished Business

VII. New Business

A. Withdrawal from All Classes (Enclosure #3)

VIII. Other Items

IX. Adjournment

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MINUTES OF THE FOURTH MEETING OF THE 2011-12 UNIVERSITY SENATE

Thursday, October 27, 2011

Members Present: 54

Members Absent: 13

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 TC 101.

Members Present: E. Agnew, R. Bellaver, O. Benkato, E. Bowers, R. Bremigan, B. Brey, J. Cassady, B. Canada, J. Chapman, C. Corbin, G. Crawley, J. Ellery, J. Forbey, M. Gerhard, J. Green, C. Griewank, D. Grosnick, M. Guntsche, M. Harvey, T. Hendricks, M. Holtzman, J. Jemiolo, E. Kelly, T. King, J. Kluth, K. Kreamelmeyer, D. LeBlanc, A. Leahy, J. Ledbetter, M. Maggiotto, T. Mahfouz, D. Middleton, S. Parkinson, S. Pattison, D. Pearson, L. Pellerin, T. Richardson, D. Shawger, K. Stanton, M. Steib, K. Thurman, B. Wagner, A. Wieseke, L. Wiley, B. Wills, J. Zhao

Substitutes: Adam Kuban for M. Hanley, Mark Neely for J. Huff, Paul Buis for M. McGrew, Brian Meekin for C. Munchel, Amy Gregg for J. Popovicova, Shannon Staton for G. Slater, Frank Gray for G. Stamp, Sviatoslav Dmitriev for S. Zhuk

Members Absent: S. Amato, S. Byrum, A. Gary, J. Gora, K. Hall, M. Hamil, B. Hannon, T. Hardin, J. Kim, P. Magro, S. Rice-Snow, W. Sharp, A. Wieseke

2. A motion was made and seconded (Ledbetter/Shawger) to approve the minutes of September 29, 2011.

The motion carried.

3. Item I. A. (next scheduled meetings), under Announcements was reviewed.

4. There was a moment of silence in recognition of the death of Royda Crose.

5. Committee Reports

A. Governance and Elections Committee – Richard Bellaver, Chairperson

Richard reported the committee will meet on Thursday, November 3, with two items on the agenda:

- 1) titles for non-faculty research positions, and 2) review of the composition of the Salary and Benefits Committee.

B. Faculty Council – John Ledbetter, Chairperson

John reported the council met on October 6 and addressed four items: 1) Approved the gender identity/anti-harassment policy, 2) denied approval of 2.5 GPA, 3) considered a proposal from the Teaching Evaluation Committee (subsequently returned to committee for further consideration, at the request of the current chairperson), and 4) endorsed the Cardinal Cash program proposed by Campus Council.

C. University Council – Barbara Wills, Chairperson

Barb reported the council met on October 13. They added procedures for electronic meetings to their operational guidelines, approved the gender identity/anti-harassment policy, and endorsed the Cardinal Cash Program. The next meeting is November 10.

D. Campus Council – Kevin Thurman, Chairperson

Kevin reported the council did not meet this month as there were no items of new business.

5. Report by Chairperson of Senate – Eric Kelly (University Senate Agenda 9/29/11, Enclosure #1)

Questions arose around how the core curriculum is working. David LeBlanc, faculty council representative to the UCC Subcommittee, reported the committee is reviewing the new core curriculum. He asked the council to send any suggestions to him directly so he may take them to the meetings.

6. Questions Directed to the President

The President sends her regrets in not being present at today's meeting because of the passing of her mother.

The Provost reported on the following:

- The Phased Retirement plan is expected to be reviewed by the Board of Trustees at their December 16 meeting with final approval during the spring semester. It still needs reviewed by the university attorney and the president.
- There are plans to have the Strategic Planning Task Force website go live next week. The task force identified a strategy of differentiation and added a theme, "What we can do to engage the state of Indiana in a more strategically coordinated manner."
- Marilyn Buck gave an update on the accreditation self-study. Fall, 2013, is the target date for the Higher Learning Commission reviewers to visit and verify what we found in our self-study is actually happening. There will be an announcement early next week regarding individuals who are involved in the process. As for the steering committee, the main writers are faculty members. There will be at least one member from every college on the steering committee, and opportunities for everyone to have input to review the documents and materials as the committee moves forward.

The Provost answered the following questions from the members of the senate:

- *What steps are being taken to review the calendar changes approved last year?*

The Provost yielded the floor to Marilyn Buck. Marilyn stated the biggest changes were the four-day fall break and the four-day finals week, with the latter yet to occur. No determination will be made until finals week is completed. The process to engage opinions would be through the Undergraduate Education Committee (UEC). January and February will be the time for discussion.

One possible problem could be the number of Inqsit labs. Computer testing labs schedules increased during mid-terms. The departmental representatives of the senate were reminded the university approves on-line test being administered on other days than required on their exam schedule. It would be helpful to get the word out because there are a large number of exams. There is also a problem in that students are scheduling several times to take one exam. They are working to resolve the issue.

There was question regarding the Inqsit final and if it is in conflict with the policy that faculty should meet with their students on the day of the final exam. A class does not have to meet the day of the final exam, but the professor should have the scheduled exam time open so that students could drop by their office, if necessary.

There was concern from the senate regarding exam services not being opened on the weekend, closing at 5:00pm on Fridays). They wondered if there was a possibility to extend these hours through Saturday. The Provost was unaware of this problem. This will be added to the issues list for follow-up at the next Senate Agenda Committee meeting.

7. Question and Answer Period

There were no questions.

8. Unfinished Business

There was no unfinished business.

9. New Business

A. Gender Identity Statement (University Senate Agenda, 10/27/11, Enclosure #2)

Jay Zimmerman, Professor of Psychology-Counseling, and psychologist at the counseling center, was present at today's meeting to answer questions. The document has been approved by all three councils. There were no questions.

A motion was made and seconded (Pearson/Crawley) to approve the revised statement.

The motion carried.

B. Cardinal Cash (University Senate Agenda, 10/27/11, Enclosure #3)

Kevin Thurman, Chairperson of the Campus Council, chaired the committee to make improvements on the Cardinal Cash concept. All three councils have passed resolutions to support the concept. There were no questions.

Eric Kelly added that Kevin asks for a sense of the house, philosophically supporting Cardinal Cash and expansion of the concept. This will not happen if it is not approved by Business Affairs. The group is also contacting several universities to investigate what makes their concept work.

A motion was made and seconded (Shawger/Crawley) to support the expansion and concept of Cardinal Cash.

The motion carried.

10. Other Items

There were no other items.

A motion was made and seconded (Stanton/Thurman) to adjourn. The meeting adjourned at 4:30p.m.

December 1, 2011

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Eric Kelly, Chairperson

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Amy Leahy, Secretary

/mt

NOTIFICATION OF ACTION BY THE BALL STATE UNIVERSITY  
BOARD OF TRUSTEES – EXECUTIVE COMMITTEE

Date of Board Meeting November 18, 2011

Item No. 1

Distributed to: Provost King  
Dr. Kelly  
Ms. Turner  
Ms. Arrington

Subject: Honorary Degrees

Provost King, with the endorsement of the Graduate Education Executive Committee, recommends the awarding of an honorary doctorate to Honorable Howard A. "Luke" Kenley, State Senator IN-District 20 at the December 2011 commencement.

HOWARD A. "LUKE" KENLEY  
Nominee for the Honorary Doctor of Laws

Provost King with the support of the Graduate Education Executive committee recommends Howard A. "Luke" Kenley for an honorary doctor of laws in recognition of his distinguished career in public service and community service and in recognition of his 35 plus years of commitment to local, state, and national affairs.

Senator Kenley has served as the board president for the Noblesville Boys and Girls Club and played an active role in the Noblesville Chamber of Commerce, the United Way of Central Indiana, and the First United Methodist Church of Noblesville. He and his wife, Sally, helped to create the Noblesville Education Foundation and established a strings music program in the Noblesville schools. He was a member of Noblesville's first Main Street Board, which revitalized the downtown. Governor Otis Bowen appointed him Noblesville City Court judge, a role he served for 15 years even while running the family grocery business.

Senator Kenley began his public service to the state as a member of the Indiana Senate in 1992. He was subsequently named "Freshman Legislator of the Year" for his productivity. He has served as chairman of the Appropriations Committee and the State Budget Committee, as a member of the Tax and Fiscal Policy Committee and the Education and Career Development Committee, and as an ad hoc member of the Indiana Stadium and Convention Center Authority.

Senator Kenley has been instrumental in the passage of legislation on a broad range of critical issues affecting Indiana citizens. He spearheaded efforts to cut the auto excise tax in half, increased the property tax credit by 50 percent to provide relief for homeowners, and was the primary author of the Welfare Reform Bill, which reduced the welfare rolls by 30 percent over two years.

Senator Kenley's efforts to advance the cause of public education have made a significant difference to the children of our state. Thanks to his efforts, the Indiana Charter School Bill made it through the General Assembly, integrating charter school funding into the school funding formula. And, thanks to Senator Kenley, the Senate has passed bills dealing with public school choice, vouchers for low income children, and additional compensation for math and science teachers.

Senator Kenley's commitment to education goes beyond policymaking. His efforts to annually conduct a leadership conference for high school students at his own expense is both a noble gesture and an effective way to train the next generation to be better citizens.

Senator Kenley recently became chair of the Streamlined Sales Tax Governing Board. There can be few more challenging tasks than to get 50 states and the national government to agree on a uniform method of imposing and collecting sales taxes.

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Notification of Action  
November 18, 2011  
Item No. 1, page 2

Provost King, with the endorsement of the Graduate Education Executive Committee, recommends the awarding of an honorary doctorate to Judge Tanya Walton Pratt at the December 2011 commencement.

TANYA WALTON PRATT  
Nominee for the Honorary Doctor of Laws

Provost King, with the support of the Graduate Education Executive Committee, recommends Tanya Walton Pratt Judge for the United States District Court for the Southern District of Indiana for an honorary doctor of laws in recognition of her distinguished career in public service and her historic role in Indiana's judicial system.

Raised in Indiana, Judge Pratt comes from a family of public servants. A graduate of both Spellman College and Howard University, she returned to Indiana to practice in her father's law firm of Walton & Pratt, focusing primarily on family, bankruptcy, and probate law. She also served as a contract county public defender during her years of private practice.

Before her federal judicial appointment, Pratt served as master commissioner for the Marion County Superior Court from 1993 to 1996. She was elected a Marion County judge in November 1996. She was the presiding judge of the Superior Court, Criminal Division, from 1997 to 2008, after which she served as a judge in the Marion Superior Court, Probate Division. In 2010, Judge Pratt received the high honor of being appointed by President Barack H. Obama to serve as judge for the United States District Court, Southern District of Indiana. The United States Senate confirmed her appointment that summer making her the first African-American to hold a federal judgeship in Indiana history.

In 2005, Judge Pratt was Chief Justice Randall Shepard's appointee on the Indiana Sentencing Policy Study Commission. She has been a member of the Marion Superior Court Executive Committee and a member of the House of Delegates for the Indiana Bar Association. From 2001 to 2007, she served as a chair of the Dr. Martin Luther King Holiday Commission in Indiana.

Judge Pratt continues to be active in the Indianapolis and Marion County Bar Associations, having served as past vice president of the Indianapolis Bar Association, and has been a member of the board of directors of the Marion County Bar Association. She is a member of the Indiana State Bar Association and the National Association of Women Judges. She serves on the Indiana Lawyer Reader Advisory Panel, CLEO Advisory Board, and the American Inn of Court (Master). Judge Pratt also served as faculty for ICLEF's Annual Practice Skills Summit and frequently serves as faculty for the Indiana Judicial Conference and the Indianapolis Bar Association.

Judge Pratt's many honors are a testament to her achievements. She has received the Outstanding Judge of the Year Award from the Indiana Coalition Against Sexual Assault, Dr. Mozell Sanders Drum Major for Justice Award from the Ministerial Alliances of Indianapolis, Career Achievement Award from the Indianapolis Archdiocese, Career Achievement Award from Cathedral Alumni Association, Indiana Women of Achievement Award from Ball State University, Rosa Parks Trailblazer Award from Wise Media, Madam C.J. Walker Outstanding Woman of the Year Award from the Center for Leadership Development, the Spirit of Justice Award from the Dr. Martin Luther King Jr. Indiana Holiday Commission, the Stephanie Tubbs Jones Midwest Social Activist Award from the Delta Sigma Theta sorority, and the Distinguished Citizen Award from Kappa Alpha Psi fraternity.

Notification of Action

November 18, 2011

Item No. 1, page 3

The following was recommended:

THAT APPROVAL BE GRANTED TO AWARD AN HONORARY DOCTOR OF LAWS TO  
HOWARD A. KENLEY AND TANYA WALTON PRATT AT THE DECEMBER 17, 2011  
COMMENCEMENT.

On motion by Mr. Hall, seconded by Ms. Phillips, the recommendation was approved.

FROM: Anita Kelsey  
Recording Secretary  
Board of Trustees

## WITHDRAWAL FROM ALL COURSES<sup>18</sup>

Students who find it necessary to withdraw from all courses during a semester or ~~summer term session~~ session must report immediately ~~contact the appropriate university office, to the Office of the Vice President for Student Affairs and Dean of Students to complete an application for withdrawal.~~ All withdrawals from all courses at any time on or after the first day of classes must be requested ~~in the appropriate office, on the required form and filed in this office.~~

If the registration consists of all main campus courses, the student must report to the Office of the Assistant to the Vice President for Student Affairs.

If the registration consists of a combination of main campus and online/distance education courses, the student must report to the Office of the Assistant to the Vice President for Student Affairs.

If the registration consists of all online/distance education courses, the student must visit the School of Extended Education's Website to complete an application to withdraw.

### 1. Course Withdrawal Period

For courses that follow the full semester or term — ~~F~~from the first to the forty-fifth day of classes in a fall or spring semester, first to the thirtieth day of classes of a summer semester, and first to the fifteenth day of classes of a summer ~~session~~session.

For all other courses (i.e. online independent learning courses, partial term main campus courses) — from the official start date of the course through 60% of the scheduled duration of the course.

- 1.1 The grade of "W" is automatically given for each course in which a student is registered when withdrawal from all courses is accomplished during this period.
- 1.2 Abandonment of a course or courses without having properly followed the procedure as indicated above will normally result in the issuance of an "F" grade.
- 1.3 When a student withdraws from all courses, each faculty member is notified ~~on the Withdrawal Notice form.~~ The faculty member in whose course the student is registered will record the last date of attendance and a grade of "W".

### 2. Withdrawal After the Course Withdrawal Period Because of Verifiable Extenuating Circumstances.

2.1 If there are verifiable extenuating circumstances that make withdrawal from all courses necessary and academically justified after the withdrawal period, the Office of the Assistant to the Vice President for Student Affairs (or designate) and Dean of Students or School of Extended Education may grant an exception to the above withdrawal policy for withdrawal from main campus courses or online/distance education courses, respectively. ~~Each faculty member is responsible for determining the grade to be assigned, W or F.~~ When a student withdraws from all courses, each faculty member is notified. The faculty member in whose course the student is registered will record the last date of attendance and a grade of W or F.

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Withdrawal from All Courses (Clean Copy)

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