AGENDA FOR UNIVERSITY SENATE MEETING

(Meeting #7, 2011-12)

February 16, 2012 4:00 p.m. LB (Letterman Building), 125 PLEASE NOTE ROOM CHANGE FOR SPRING

Approval of senate minutes of January 19, 2012

I. Announcements

A. Next Scheduled Meetings

Senate Agenda Committee – Monday, March 12, 2012, 8:00 a.m., LB 104 University Senate – Thursday, March 22, 2012, LETTERMAN BUILDING, Rm. 125

B. Program Information – Academic Posting 2011-12, Volume XLIII-4 Revised Programs

Miller College of Business

Department of Information Systems and Operations Management Minor in Operations Management

College of Fine Arts

Department of Theatre and Dance Major in Theatre, BFA

- C. Recognition of Death Patricia F. Beilke
- D. Honorary Degree (Enclosure #1)

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

University Senate Agenda February 16, 2012 Page Two

VII. New Business

- A. <u>Constitutional Amendment Second Reading</u> (Enclosure #3)
- B. <u>Constitutional Amendment First Reading</u> (Enclosure #4)

<u>Please note</u>: This is the first reading of the proposed amendment. It is for informational purposes only. Discussion and vote will take place during the second reading, which will be on the agenda for the next meeting of the University Senate, March 22, 2012.

- VIII. Other Items
- IX. Adjournment

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MINUTES OF THE SIXTH MEETING OF THE 2011-12 UNIVERSITY SENATE Thursday, January 19, 2012

Members Present: 54 Members Absent: 14

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: S. Aegisdottir, E. Agnew, R. Bellaver, O. Benkato, E. Bowers, R. Bremigan, B. Brey, S. Byrum, J. Cassady, B. Canada, C. Corbin, G. Crawley, J. Ellery, J. Forbey, A. Gary, M. Gerhard, J. Green, D. Grosnick, M. Guntsche, K. Hall, M. Harvey, T. Hendricks, M. Holtzman, J. Huff, J. Jemiolo, E. Kelly, T. King, J. Kluth, K. Kreamelmeyer, A. Leahy, J. Ledbetter, T. Mahfouz, M. McGrew, S. Pattison, D. Pearson, J. Popovicova, S. Rice-Snow, T. Richardson, C. Seni, D. Shawger, G. Slater, K. Stanton, G. Stamp, M. Steib, K. Subler, K. Thurman, A. Wieseke, L. Wiley, B. Wills

<u>Substitutes</u>: Donna Gray for M. Hanley, Brian Meekin for C. Munchel, Jonathan Becker for S. Parkinson, Sushil Sharma for J. Zhao, Anthony Edmonds for S. Zhuk

Members Absent: S. Amato, J. Chapman, J. Gora, C. Griewank, M. Hamil, B. Hannon, T. Hardin, D. LeBlanc, M. Maggiotto, P. Magro, D. Middleton, L. Pellerin, W. Sharp, B. Wagner

- 2. A motion was made and seconded (Shawger/Crawley) to approve the minutes of December 1, 2011.
 - The motion carried.
- 3. Items I. A., B., C., and D., (including Enclosures 1 and 2) under Announcements were reviewed.
- 4. There was a moment of silence in recognition of the deaths of Lloyd Nelson, Kathleen (Kay) Wagoner, and Rosemary Williams.
- 5. Richard Edwards, Lead Instructional Designer in the Center for Media Design, spoke briefly about ILearn and the Integrated Learning Institute. Their main responsibility is to work with faculty to comprise online and blended courses. They are in collaboration with Extended Education. The official open house launch is February 20, from 3-5pm in BC 220.
- 6. The Chairperson of the Senate announced the Unified Technology Support Open House in their new area on the first floor of Bracken Library on February 2, 11am-2pm.
- 7. Committee Reports
 - A. Governance and Elections Committee Richard Bellaver, Chairperson

Richard reported the committee met today and reviewed and approved 1) the addition of "other titles" for research faculty, 2) the revision of the membership of the Undergraduate Education Committee, 3) the revision of the Salary and Benefits Committee, and 4) sent the issue of senate representation for the Intensive English Institute (IEI) to the Contract Faculty Committee for review.

B. Faculty Council – John Ledbetter, Chairperson

John reported the council met on December 8 and passed the Course Repetition Policy. The next meeting is January 26.

C. University Council – Barbara Wills, Chairperson

Barb reported the council will meet on February 2.

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D. Campus Council – Kevin Thurman, Chairperson

Kevin reported the council has not met this semester. Their next meeting in February 9.

6. Report by Chairperson of Senate – Eric Kelly (University Senate Agenda 1/19/12, Enclosure #1)

The chairperson discussed the following with the membership of the Senate:

- A. It is not too early to be thinking of running for a seat on the executive committee of the Senate. Please feel free to contact any member of the current executive committee if you have questions or would like to be nominated.
- B. He has received a letter regarding submitting anonymous questions to the President or Provost. Anonymous questions can be directed to a senate member or him directly.
- C. Spoke with the Board of Trustees regarding the issue of communication, in particular, the Strategic Planning Task Force website. Additional channels of communication might be necessary and a feedback loop should be implemented in the Strategic Plan.
- D. Asked for a hand vote regarding the new core curriculum. He asked two questions: 1)how many of you have great confidence that you are fully knowledgeable about the new core, and 2) how many of you have a course that you might want to add to the core? More conversations will continue.
- 7. Questions Directed to the President

The President was scheduled to be in Indianapolis today and unable to attend today's meeting. Provost King was available to answer questions.

1. A senate member brought two questions from their department: 1) Reckless driving on campus streets, and 2) students who text when they J-walk.

The Student Government Association (SGA) could bring these issues up in their committees. It is an issue of safety, and one that is not solely on the shoulders of the students. It is a broader issue of safety for everyone on campus. Gene Burton, Director of Public Safety, will be contacted regarding the driving issues. The President of SGA, Kayla Stanton, reports it has been discussed at their meetings. They are working on a campaign, but will move it to the top of their agenda for further discussion.

- 2. The Provost reported there is a new task force working on the future of online education and how we can improve on what we're doing right now. Another task force is looking at the long-range future of higher education. Both have been meeting together because of the similar subject matter.
- 3. There have been concerns internally and externally regarding the concept of academic rigor. There will be a task force formed of faculty member as well as students. It will be short-term, this semester only. They will be charged to do three things: 1) Assemble appropriate data for Ball State, 2) assess our performance in maintaining academic rigor, and 3) provide recommendations to the administration to help ensure academic rigor. Invitations are being issued right now. They will receive their charge and then will be on their own for the duration.

9. Unfinished Business

There was no unfinished business.

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10. New Business

A. Standardization of titles for research faculty

This has not had Faculty Council review. It will be placed on the Faculty Council agenda for their next meeting on January 26.

B. Course Repetition Policy (Senate Agenda, 1/19/12, Enclosure #4)

Discussion ensued. A motion was made and seconded (Steib/Shawger) to approve, pending approval by the Undergraduate Education Committee (UEC). The UEC meets on Monday, 1/23.

The motion carried.

If amended by the UEC, it will need to go through the entire approval process prior to coming to the senate for final approval.

C. Constitutional Amendment – First Reading (Senate Agenda 1/19/12, Enclosure #5)

No discussion takes place at the first reading of a constitutional amendment. Discussion and vote will take place at the next meeting of the Senate: February 16.

11. Other Items

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A. David Pearson reported that text messaging to students in your class is available now through Blackboard. This can prove helpful if you are moving the location of a class, for instance. Students have taken the initiative to opt in to this feature. He gave a brief presentation regarding the procedure on Blackboard.

A motion was made and seconded (Pearson/Crav	wley) to adjourn.	The meeting adjourned at 4:58p.m.	
February 16, 2012			
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Eric Kelly, Chairperson		Amy Leahy, Secretary	

NOTIFICATION OF ACTION BY THE BALL STATE UNIVERSITY BOARD OF TRUSTEES

Date of Board Meeting January 27, 2012

Item No. 8

Distributed to: Provost King

Dr. Kelly Ms. Turner Ms. Arrington

Subject: Honorary Degree

Provost King with the endorsement of the Graduate Education Committee recommended the awarding of an honorary doctorate to award-winning actress and singer Sutton Foster at the May 2012 commencement.

SUTTON FOSTER Nominee for the Honorary Doctor of Arts

Provost King with the support of the Graduate Education Executive committee recommends Sutton Foster for an Honorary Doctor of Arts degree in recognition of her outstanding career in theatre, television, and music and for her contributions to the educational experience and professional growth of Ball State students.

Sutton Foster is an American actress, singer, and dancer. Ms. Foster has received two Tony Awards, in 2002 for her role of Millie Dillmount in Thoroughly Modern Millie and in 2011 for her role of Reno Sweeney in Anything Goes. Her other Broadway credits include Little Women (Tony nomination), The Drowsy Chaperone (Tony nomination), Young Frankenstein and Shrek the Musical (Tony nomination). She is also the recipient of three Outer Critics Circle Awards, two Fred Astaire Awards, which honor excellence in dance and choreography, and two Drama Desk Awards. I would note that the Drama Desk awards, while perhaps less known than the Tony Awards, recognize actors and productions on Broadway, Off-Broadway, Off-Off-Broadway, and in legitimate not-for-profit theatres.

In addition to her stage work, Ms. Foster has recorded a solo CD, Wish, and performed live in Chicago, Boston, the Orange County Performing Arts Center, and Carnegie Hall. Her television credits include wide-ranging roles in such shows as Johnny and the Sprites to The Flight of the Conchords and from Law and Order: Special Victims Unit to Sesame Street.

Finally, Ms. Foster has been gracious in her mentoring of Ball State students. She became affiliated with the Department of Theatre and Dance in the spring of 2005 when she conducted a workshop for students at the Department's annual New York Showcase. Her love of the students and her skill as a teacher of acting and musical theatre performance was immediately evident. Since then, Ms. Foster has visited campus on numerous occasions to work with the students as a teacher, mentor, and guest clinician. She has also been instrumental in our students successfully

Notification of Action January 27, 2012 Item No. 8, page 2

transitioning to the professional world through her numerous connections in New York. In January of 2010, Sutton performed a concert and talkback in Sursa Hall for all the students within the Department. She will serve in a directorial capacity on the Department's upcoming production of The Drowsy Chaperone which opens in February of 2012 in University Theatre.

The following action was recommended:

THAT APPROVAL BE GRANTED TO AWARD AN HONORARY DOCTOR OF ARTS TO MS. SUTTON FOSTER AT THE May 2012 COMMENCEMENT.

On motion by Ms. Glick, seconded by Mr. Miller, the recommendation was approved.

From: Anita Kelsey

Recording Secretary Board of Trustees

<u>Proposed Amendment to the Constitution – SECOND READING</u>

12. Undergraduate Education Committee 34

- 12.1 Membership The membership of the Undergraduate Education Committee shall consist of the following:
 - 12.11 Voting
 - 12.112 Seven One members appointed by and from the Faculty Council, for staggered two year terms;
 - 12.111 Fourteen faculty, two from each college, shall be elected by the faculty of that college, for staggered two year terms;
 - 12.113 Three undergraduate students appointed by the Student Government Association, for one year terms.
 - 12.12 Non-Voting
 - 12.121 The Provost and Vice President for Academic Affairs, ex officio or a designee;
 - 12.122 The Director of Academic Systems, ex officio, or a designee;
 - 12.123 One Academic Advising Resource Center Coordinator appointed by the Faculty Council, ex officio, or a designee.
- 12.2 Responsibilities The Undergraduate Education Committee is responsible for the following initiatives and activities:
 - 12.21 To elect a Chairperson and a Secretary from its appointed faculty membership by majority vote for one year terms;
 - 12.22 To forward minutes of each committee meeting to the Chairperson of the Faculty Council within a timely manner;
 - 12.23 The officers and the Provost and Vice President for Academic Affairs, ex officio, or a designee, shall constitute an Executive Committee to prepare an agenda for each meeting and to expedite committee business;
 - 12.24 To discuss, plan, and explore the future educational direction of the University, in cooperation with other councils and committees;
 - 12.25 To review and approve new curricula and undergraduate educational programs, and to recommend revision of existing curricula and programs when desirable, and to approve program delivery methods;
 - 12.26 To serve as a sounding board to the subcommittees when advice and counsel are sought by the subcommittees;
 - 12.27 To evaluate undergraduate educational programs;
 - 12.28 To initiate and receive proposals from the colleges or other sources, and recommend policies and procedures relevant to degree requirements, academic schedules and calendars, grading and credit practices, and academic standards and related matters;
 - 12.29 To initiate, receive proposals from the colleges or other sources, and recommend policies and procedures on matters concerning the establishment of qualifications for regular faculty and professional personnel and the establishment of standards for determining faculty loads;
 - 12.30 To review its own organization, procedures, and functions and to make recommendations to the Governance and Elections Committee on these matters.

Faculty and Professional Personnel Handbook (pp. 36-37)

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 - 12.112 One member appointed by and from the Faculty Council, for two year terms;
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 - 12.29 To initiate, receive proposals from the colleges or other sources, and recommend policies and procedures on matters concerning the establishment of qualifications for regular faculty and professional personnel and the establishment of standards for determining faculty loads;
 - 12.30 To review its own organization, procedures, and functions and to make recommendations to the Governance and Elections Committee on these matters.

Rationale for revision:

The Undergraduate Education Committee has two representatives elected by each of the seven colleges for a total of 14 faculty members. Given the responsibility of Faculty Council members to attend as department representatives to the University Senate, as well as serve on additional committees which require members by and from the membership of the Faculty Council, it was suggested to reduce the number of Faculty Council members to one instead of a representative from each college.

Revision to Salary and Benefits Committee Membership and Responsibilities FIRST READING

- 9. Faculty Salary and Benefits Committee
 - 9.1 Membership The membership of the <u>Faculty</u> Salary and Benefits Committee shall consist of the following:
 - 9.11 Voting
 - 9.111 Seven members selected by and from the membership of the Faculty Council, one representing each college, for staggered two year terms;
 - 9.12 Non-Voting
 - 9.121 The Provost and Vice President for Academic Affairs, ex officio, or a designee.
 - 9.122 The Vice President for Business Affairs, ex officio, or a designee.
 - 9.123<u>The ehairchairperson of the Professional Personnel Salary and Benefits</u>

 <u>Committee</u>; One Professional Personnel member appointed by the University

 Council, for staggered two year terms.
 - 9.124 One member appointed by and from the University Council's Financial and Budgetary Affairs Committee, for a one year term.
 - 9.2 Responsibilities The <u>Faculty</u> Salary and Benefits Committee is responsible for the following initiatives and activities:
 - 9.21 To elect a Chairperson and a Secretary from its appointed elected faculty membership by majority vote of the committee, for one year terms;
 - 9.22 To forward minutes of each committee meeting to the Chairperson of the Faculty Council within a timely manner;
 - 9.23 To monitor and evaluate <u>faculty</u> salary and benefit programs, including those concerning emeriti, and recommend appropriate changes and improvements.
 - 9.24 To initiate reviews and assessments of market conditions periodically and make appropriate recommendations for adjustments regarding incremental money distributed to faculty for market purposes;
 - 9.25 To review the administration of faculty salary programs annually, working with the President or the Provost and Vice President for Academic Affairs, to assure compliance with established policies;
 - 9.26 To review for approval all criteria and processes regarding faculty salaries for all units.
 - 9.27 To act in an advisory capacity to those who administer faculty salary and benefit programs for the University and to represent the interests of the faculty in discussions with such persons.
 - 9.28 To meet jointly with the Professional Personnel Salary and Benefits Committee on all matters dealing with university benefits that apply equally to all both faculty and professional personnel.
 - 9.281 The chairs of both the Ffaculty Ssalary and Bbenefits Ceommittee and the Professional Personnel Salary and Benefits Ceommittee shall share chair duties whenever joint meetings are called and the secretaries from each respective committee shall alternate in taking minutes during joint sessions. Acting secretaries shall see to it that minutes are forwarded to both the Faculty and Professional Personnel Salary and Benefits Committees for their review by their respective bodies.
 - 9.282 All voting members of the respective salary and benefits committees from each council shall be eligible to vote at joint meetings.

Faculty and Professional Personnel Handbook, Page 34-35

12. Professional Personnel Salary and Benefits Committee

- 912.1 <u>Membership The membership of the Professional Personnel Salary and Benefits Committee shall consist of the following:</u>
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 - 912.12 Non-Voting
 - 912.121The Vice President for Business Affairs, ex officio, or a designee.
 - 912.122The ehairchairperson of the Faculty Council Salary and Benefits Committee;
 - 912.123 One member appointed by and from the University Council's Financial and Budgetary Affairs Committee, for a one year term.
- <u>912.2 Responsibilities The Professional Personnel Salary and Benefits Committee is responsible for the following initiatives and activities:</u>
 - <u>912.21</u> To elect a Chairperson and a Secretary from its appointed membership by majority vote of the committee, for one year terms;
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 - <u>912.24</u> To initiate reviews and assessments of market conditions periodically and make appropriate recommendations for adjustments regarding incremental money distributed to professional personnel for market purposes;
 - 912.25 To review the administration of salary programs of professional personnel annually, working with the President or the Provost and Vice President for Academic Affairs, to assure compliance with established policies;
 - 912.26 To review for approval all criteria and processes regarding professional personnel salaries for all units.
 - 912.27 To act in an advisory capacity to those who administer professional personnel salary and benefit programs for the University and to represent the interests of professional personnel in discussions with such persons.
 - 912.28 To meet jointly with the Faculty Salary and Benefits Committee on all matters dealing with university benefits that apply equally to allboth faculty and professional personnel.
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 - 912.282All voting members of the respective salary and benefits committees from each council shall be eligible to vote at joint meetings.

P. 46 of Faculty and Professional Personnel Handbook

<u>In addition, Changes will have to be made to Amend Section 2 (2.4) under Faculty Council (p. 29 of Handbook) to place the word "Faculty" prior to Salary and Benefits Committee:</u>

Amend Section 2 (2.4) under University Council (p. 39 of Handbook): Increase "Eleven" other standing committees to "Twelve" other standing committees, adding "Professional Personnel Salary and Benefits Committee" to the list of committees at the end of the sentence.

Amend "Policy Formation Flow Chart" in Faculty and Professional Personnel Handbook.

Revisions to Salary and Benefits Committee Membership and Responsibilities

- 9. Faculty_Salary and Benefits Committee
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 - 9.123 The chairperson of the Professional Personnel Salary and Benefits Committee;
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 - 9.28 To meet jointly with the Professional Personnel Salary and Benefits Committee on all matters dealing with university benefits that applies to both faculty and professional personnel.
 - 9.281 The chairs of both the Faculty Salary and Benefits Committee and the Professional Personnel Salary and Benefits Committee shall share chair duties whenever joint meetings are called and the secretaries from each respective committee shall alternate in taking minutes during joint sessions. Acting secretaries shall see to it that minutes are forwarded to both the Faculty and Professional Personnel Salary and Benefits Committees for their review.
 - 9.282 All voting members of the respective salary and benefits committees from each council shall be eligible to vote at joint meetings.
 - P. 34-35 of Faculty and Professional Personnel Handbook

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 - 12.282 All voting members of the respective salary and benefits committees from each council shall be eligible to vote at joint meetings.
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^{*}Amend Section 2 (2.4) under Faculty Council (p. 29 of Handbook) to place the word "Faculty" prior to Salary and Benefits Committee;

^{*}Amend Section 2 (2.4) under University Council (p. 39 of Handbook): Increase "Eleven" other standing committees to "Twelve" other standing committees, adding "Professional Personnel Salary and Benefits Committee" to the list of committees at the end of the sentence.

^{*}Amend "Policy Formation Flow Chart" in Faculty and Professional Personnel Handbook.