

January 25, 2007

TO: Members of Faculty Council
FROM: Mark Popovich, Chairperson
SUBJ: Faculty Council Meeting #5
Thursday, February 1, 2007
4:00 p.m., AJ 175 (PLEASE NOTE ROOM CHANGE)

AGENDA

Roll Call

Approval of the minutes of November 2, 2006

I. Announcements

A. Next scheduled meetings

Agenda Committee – February 19, 2007, 11:00 a.m., NQ 300
Faculty Council Meeting – March 1, 2007, 4:00 p.m., AJ 175

B. Committee Reports/Items currently in committees

1. Evaluation of Teaching (Teaching Evaluation)
2. Grade Inflation (Teaching Evaluation)
3. Restructuring Ball State Health Care Plans – from Agenda Committee 10/4/04 (Salary and Benefits)
4. Definition of Creative Arts for Faculty Award – from Agenda Committee 3/21/05 (Creative Arts)
5. 1-2-1 Agreement (International Programs) – from University Council 9/15/05
6. Terminology of Contract Positions at BSU – from Agenda Committee 10/17/05 (Contract Faculty)
7. Athletic Funding – from Agenda Committee 11/21/05 (Financial and Budgetary Affairs)
8. Load credit for directing an undergraduate honors thesis or master's thesis – from Agenda Committee 8/21/06 (Salary and Benefits)
9. Major in Peace Studies – from Agenda Committee 8/21/06 (Undergraduate Education)
10. Load Issue regarding class size (Salary and Benefits)
11. Ten-month pay system and summer insurance payments (Salary and Benefits)
12. Expansion of retirement benefits for contract faculty (Salary and Benefits)

C. Report of Special Leave Committee – Lisa Huffman, Chairperson, Special Leave Committee

D. Comments from current Student Government Association representatives regarding UCC-21

II. Unfinished Business

III. New Business

A. Comprehensive Examinations for Master's Degree (Enclosure #1)

B. Addition of new faculty award

Motion approved by Instructional Media Support Committee 9/27/06 and Senate Agenda Committee 10/16/06:

“Add a “Teaching with Technology” award to come from the Provost’s Office.” (For fall awards)

IV. Question and Answer Period

V. Adjournment

/mt

Members Present: N. Ahmed, G. Crawley, L. Deckers, I. DeOllos, F. Groom, D. Hahn, M. Harvey, M. Hawkins, J. Helton, B. Hozeski, S. Islam, L. Johnson, K. Kabadaki, K. Kalumba, J. Ledbetter, M. Magiotto, B. Messner, W. Mucherah, K. Neumann, J. Olesen, C. Payne, D. Pearson, M. Popovich, R. Rarick, G. Reid, J. Rybarczyk, R. Stankewitz, A. Stegner, B. Umansky, C. Updike, J. Vann, M. Walker, A. Wieseke, T. Wolner, T. Zivney, E. Zygmunt-Fillwalk

Substitutes: David Gobble for D. Haber, Evelyn Bowers for P. Wohlt

Members Absent: B. Adams, J. Cecil, J. Eflin, R. Huffman, E. Kelly, J. McClure, M. McGrew, J. McKean, H. Mortimer, R. Shackelford, W. Sharp, R. Spangler, P. Spengler, F. Suppe, E. Whittern

The meeting was called to order by Chairperson, Mark Popovich, at 4:05 p.m., in BB 109. Roll call was taken by initialing the roster.

A motion was made and seconded (Wolner/Umansky) to approve the minutes of October 5.

Motion carried.

1. Announcements

A. Next scheduled meetings

Agenda Committee – Monday, November 27, 10:00 a.m., NQ 300
Faculty Council – Thursday, December 7, 4:00 p.m., BB 109

B. Committee Reports/*Items currently in committees*

1. Academic Freedom and Ethics – Eva Zygmunt-Fillwalk. Eva reported that the committee has not met and there are no agenda items at this time.
2. Contract Faculty - Terminology of Contract Positions at BSU. Gretchen Reid reported that the committee is revisiting the two-tier designation tenure track filling in for a tenure track position.
3. Creative Arts - Definition of Creative Arts for Faculty Award – Beth Messner . Beth reported that the committee has met once and examined a student application for a CA grant. They also worked on the definition of creative arts and moving forward with some material.
4. Creative Teaching – Charles Payne. The committee has not met.
5. Graduate Education – Bruce Hozeski reported that the committee meets every other week and are dealing with changes in graduate catalog.
6. Instructional Media Support – Dave Pearson reported that the committee has had several action items – teaching w/technology awards is a motion on floor for today’s meeting; they are also discussing the possibility of text messaging students on cell phones for quicker access to them. They are meeting monthly.
7. Library – No report.
8. Professional Education – No report.
9. Salary and Benefits - Restructuring of Ball State Health Care Plans, Load credit for directing undergraduate honors thesis or master’s thesis, load credit based on class size. The Chairperson of the Council spoke of the report from the Salary and Benefits Committee regarding assignment of load credit to faculty for teaching sections. (Handout, Faculty Council 11/2/06) It was the Salary and Benefits Committee recommendation to hold off on action until the new core curriculum is in place. The members of the Council were given the opportunity to put together a motion for the next meeting and can use this blue sheet for review. It will be on the next Council agenda.

The Chairperson of the Council gave this committee’s report earlier in the meeting (Attachment #1).

10. Special Leave – Lisa Huffman reported that they will be receiving applications for special leave from the deans next Wednesday and will be arranging a schedule to review them. Their final report will come to the Council on 2/1/06.
11. Teaching Evaluation - *Evaluation of Teaching, Grade Inflation*. Charles Payne reported that the committee met. Carol Friesen was elected secretary.
12. Undergraduate Education - *Major in Peace Studies*. The Council Chairperson spoke with Dan Waechter, chairperson of this committee. They are waiting for the outcome of the new core curriculum prior to taking action on this document.
13. UCC Subcommittee - The chairperson of the council reported that the Subcommittee has been meeting weekly. They are working through the UCC-21 document one section at a time.
14. Promotion and Tenure – No report.
15. 1-2-1 Agreement – from University Council 9/15/05
16. Athletic Funding – requested by Faculty Council through Agenda Committee 11/21/05
(Financial and Budgetary Affairs)

II. Unfinished Business

There was no unfinished business.

III. New Business

A. Pre-requisite class tracking

Motion approved by Instructional Media Support Committee 10/11/06:

“Resources should be earmarked for University Computing Services to develop a program patch to resolve the pre-requisite class tracking issues of the registration system.”

A motion was made and seconded (Pearson/Hozeski) to place this item on the floor for discussion.

Discussion ensued and the motion carried.

IV. Question and Answer Period

- A. The Chairperson asked the members how many of them are still on the 10-month pay system. Discussion ensued. The Chairperson will send this issue to the Salary and Benefits Committee for their review. It was requested that this committee also look at the possibility of spreading the summer insurance payments over the entire year instead of a lump sum.

V. Adjournment

A motion was made and seconded (Pearson/Umansky) to adjourn.
The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Ione DeOllos, Secretary

Ball State University Distribution of Sections with 70+ Students, Fall 2006

College	Number of Sections with 70+	Total Sections	Percentage of Sections with 70+	Average Class Size
CAST	28	262	10.69	31.98
CAP	3	72	4.17	24.81
CICM	6	185	3.24	28.71
CFA	17	225	7.56	25.16
CSH*	120	1032	11.63	36.72
MCOB	7	231	3.03	34.81
TC	0	169	0.00	21.93

University Total 181 2176 8.32 32.50

*CSH teaches 66% of the 70+ sections

**POLICIES ON THE ASSIGNMENT OF LOAD CREDIT
TO FACULTY FOR TEACHING LARGE SECTIONS
Fall, 2006**

College of Applied Science and Technology: No “specific policy.”

College of Architecture and Planning: No response.

College of Communication, Information, and Media:

Double Loads for large classes are currently determined as follows:

CICS—42+ grad students

COMM—70+

JOUR—no double classes*

TCOM—100+

College of Fine Arts:

“If faculty, both contract and tenure line, teach a course with 75 students or more, they are given one and one-half course credits. Thus, two of these larger sections would equal three regular-sized classes.”

In the College of Fine Arts our loads are among the heaviest on campus—either three or four courses per term for tenure-line faculty. A large section would equal 1.5 regular courses. A faculty member with one large section would normally teach two additional regular sections, or perhaps another large section

College of Science and Humanities:

1. In all departments a non-lab course enrolling more than 70 students is given double load credit
2. If a course with a laboratory component has more than 70 students enrolled and there are more than two lab sections, more than double load credit for the course is given (the actual amount depends on the length of the lab sessions and the number of lab sections)
3. Load credit for a given course is the same for both tenure/tenure track and contract faculty

Miller College of Business:

“In the Miller College a faculty member teaching an undergraduate class of 100 or more may receive six hours of load credit and for graduate classes it is 60.”

Teacher’s College:

“The only large classes occur through distance learning. In those instances, the policies for paying for and loading are worked through the School of Extended Education.

Comprehensive Examinations for the Master's Degree

The Graduate School does not require comprehensive examinations for master's degree students. Departments and academic units that do have these requirements solely determine the format that is most appropriate for their disciplines but must adhere to the following general guidelines:

- The comprehensive examinations should be taken when the majority of the course work required for the master's degree is completed. The examinations will be offered each academic semester, the time and place to be determined by the administering department or academic unit.
- The examining committee will be made up of three members of the graduate faculty representing the student's major area(s) of study and will evaluate the student's performance.
- The committee decision will be either "pass" or "fail."
- The examining committee chairperson will notify the student, department chairperson or program director, and the Graduate School in writing of the outcome when the student has completed the comprehensive examination.
- A failed examination may be repeated only one time. The committee members who administered the first examination will also administer the retest.
- A student who fails the examination after two attempts is not allowed to complete his/her graduate studies in that program, and the master's degree will not be conferred.

Exceptions to the above guidelines must be approved in advance by the dean of the Graduate School.

A student must pass the comprehensive examination before submission of the final copy of his/her research paper, creative project, or thesis (if required) to the Graduate School.

Approved by Curricular Affairs Subcommittee of GEC

December 7, 2006

Editorial change by GEC, January 16, 2007