

March 30, 2007

TO: Members of Faculty Council
FROM: Mark Popovich, Chairperson
SUBJ: Faculty Council Meeting #7
Thursday, April 5, 2007
4:00 p.m., AJ 175

AGENDA

Roll Call

Approval of the minutes of March 1, 2007

I. Announcements

A. Provost's Question and Answer Period

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. Reminder of rescheduled date of April University Senate meeting

April 19, 2007
4:00 p.m., AJ 175

II. Unfinished Business

A. Addition of description of retirement benefits for contract faculty (Faculty Council Agenda, 4/5/07, Enclosure #1)

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- B. Life Insurance benefits for contract faculty upon leaving the University (Faculty Council Agenda, 4/5/07, Enclosure #1)

III. New Business

- A. Beneficence Pledge (Faculty Council Agenda, Enclosure #2)
- B. Proposed timeframe for approval of UCC-21

“The UEC vote on the Core Curriculum document forwarded by the UCC Subcommittee no later than the end of the fifth week of fall semester, 2007 (if UEC does not have the opportunity to act on it this April) and that Faculty Council must vote on the document no later than the tenth week of the fall semester. That UEC and Faculty Council and Senate bind themselves to these deadlines. Each body would have as many meetings as it needs to meet its deadline.”

IV. Other Items

V. Question and Answer Period

VI. Adjournment

/mt

Members Present: B. Adams, G. Crawley, L. Deckers, J. Eflin, F. Groom, D. Hahn, M. Harvey, M. Hawkins, J. Helton, B. Hozeski, S. Islam, L. Johnson, K. Kabadaki, K. Kalumba, E. Kelly, J. Ledbetter, M. McGrew, J. McKean, M. Maggiotto, W. Mucherah, C. Payne, M. Popovich, G. Reid, R. Shackelford, R. Spangler, R. Stankewitz, A. Stegner, F. Suppe, R. Uggen, C. Updike, A. Wieseke, P. Wohlt, T. Wolner, T. Zivney

Substitutes: Sandy Murray for R. Huffman, Larry Smith for B. Messner, Scott Rice-Snow for K. Neumann, Judy Donahue for D. Pearson, Sarojini Johnson for R. Rarick, T. Pollard for B. Umansky

Members Absent: N. Ahmed, I. DeOllos, D. Haber, J. McClure, H. Mortimer, J. Olesen, J. Rybarczyk, W. Sharp, P. Spengler, J. Vann, M. Walker, E. Whittern, E. Zygmunt-Fillwalk

The meeting was called to order by the Chairperson, Mark Popovich, at 4:05 p.m., in AJ 175. Roll call was taken by initialing the roster.

A motion was made and seconded (Crawley/Johnson) to approve the minutes of February 1, 2007.

Motion carried.

1. Announcements

A. Next scheduled meetings

Agenda Committee – March 26, 2007, 11:00 a.m., NQ 300
Faculty Council Meeting – April 5, 2007, 4:00 p.m., AJ 175

B. Provost's Question and Answer Period

Provost King reported the opening of the Bowen Center for Public Affairs. This will be listed as an announcement for the next Senate meeting, March 29.

- A member requested that the Provost comment on the statement from today's *Daily News*. The Provost confirmed that he was misquoted.
- A member asked about enrollment figures and applications for admissions. With the goal for the freshman class to be 3600, if multiplied by four, that number equals under 15,000 for enrollment, which lowers our original number. The Provost responded that this does not include graduate, off-campus, and transfer students and the fact that a student can take longer than four years to graduate. The plan is for the University's numbers to stay about the same. The University's goal is a stable enrollment and stable freshman class of approximately 3,600.
- A member asked if there were plans to put a group together to distinguish what qualifies as immersive learning. The Provost responded that departments are charged with proposing immersive learning experiences, but it may be useful to engage a university-wide faculty group to assess these experiences. He reminded the group that the goal is differentiation, and part of that is building a distinctive and perhaps unique experience for our students.
- A member wondered if adding the idea of immersive experiences changes the idea of "Education Redefined." The Provost responded that the Strategic Plan is built on the strengths of what is already happening at the University.

- A member questioned what would happen if other universities copied us and we were no longer unique. The Provost believes that if we are good, then somebody is going to copy us, and this is a compliment. He believes it is necessary to establish ourselves before there is a critical downward trend in the population of high school graduates. Indiana State University is now experiencing the problems associated with decreasing enrollment and therefore cutting programs.
- A member mentioned that the slogan “Education Redefined” is being used elsewhere. The Provost responded that he was unaware of that, but knows that the university mentioned does not have a highly developed program of redefining education.
- A member requested a response from the Provost regarding the mention of grants in the Strategic Plan. The Provost responded that the average size of our grants is \$8,800 and that he believes that in many instances it is just as easy to write a grant for \$100,000 instead of \$10,000. The goal is to focus on the areas where grants can be written for more funds.
- A member asked for clarification regarding the Strategic Plan and if it is true that 100% of all students will have an immersive learning experience by 2012. The Provost responded that this is not true, as the Strategic Plan states that the University will offer immersive learning experiences to 100% of all students by 2012.

C. Committee Reports/Items currently in committees

1. Academic Freedom and Ethics – Mark Popovich reported that the Beneficence Pledge has been sent to them to review. The Student Government Association would like for everyone to take this pledge, including the faculty member.
2. Contract Faculty – Sandy Murray, Chairperson, reported that the committee has items under new business on today’s agenda.
3. Creative Arts – Eric Kelly, Chairperson, reported that they have recommended several graduate and undergraduate students creative arts grants, and new faculty grants for funding. They are currently working on the creative arts awards.
4. Creative Teaching – Charles Payne, Chairperson, reported that the committee has completed their work and submitted a list to the Office of Teaching and Learning Advancement who forward the findings to the Office of the Provost. They have made their decisions on teaching grants and are working on the outstanding teaching award.
5. Graduate Education – Mark Popovich reported that the February meeting was cancelled. One of subcommittees is looking at honorary doctorates. Another item of discussion is the addition of emeriti faculty to regular graduate faculty status. There was a suggestion that emeriti be allowed to be regular graduate faculty members after meeting the criteria and having the approval of department head.
6. Instructional Media Support Committee – This committee has items of new business on today’s agenda.
7. Library – No report.
8. Professional Education Committee – No report.
9. Salary and Benefits Committee – Jerome McKean, Chairperson, reported that the committee has an item for consideration on today’s agenda. He added that the committee met in a joint meeting with the Financial and Budgetary Affairs Committee to consider issues relating to healthcare benefits for retirees (VEBA). It is in excess of \$125 million. They are waiting on an auditor’s report regarding self-sufficiency and if we are actually moving toward that goal. The committee is also working on strategies to be competitive with other Universities with regard to healthcare, salary, and retirement benefits.

10. Special Leave Committee – no report; however, it is believed that their work is completed with the submission of the rank list of requests for special leave. This report was delivered to the Office of the Provost.
11. Teaching Evaluation – No report.
12. Undergraduate Education Committee – Fred Suppe, member, reported that the committee has met and passed a couple of program changes.
13. UCC Subcommittee – Fred Suppe, member, reported that they are meeting every week and are currently reviewing amendments.
14. University Promotion and Tenure Committee – Ron Spangler, member, reported that the committee continues its work in reviewing promotion and tenure documents.

2. Unfinished Business

There was no unfinished business.

3. New Business

A. Change in date of issue of paychecks for 10-month faculty (Enclosure #1)

Salary and Benefits Committee 2/9/07

Change in date of issue of Paychecks for 10-month faculty

The Faculty Council requests that Ball State University issue paychecks to those faculty on the 10-month plan at the end of each month beginning on August 31 and ending on May 31, effective August 31, 2007. Additionally, monthly benefit payments required for the months of June, July, and August should be prorated across all 10 monthly checks rather than subtracted in a lump sum from the 10th paycheck issued on May 15 as is the current practice.

A motion was made (McKean) to place this on the floor for discussion.

A motion was made and seconded (Stegner/Shackelford) to approve the statement, with a minor revision to the last sentence of the first paragraph. The last sentence should read:

“Additionally, monthly benefit payments required for the months of June, July, and August may at the faculty member’s option be prorated across all 10 monthly checks rather than subtracted in a lump sum from the 10th paycheck.”

The motion from the Salary and Benefits Committee, carried.

B. Computer Users Policy (Faculty Council Agenda 3/1/07, Enclosure #2)
Instructional Media Support Committee 2/14/07

Motion #1

Computer Users Policy

Access

Ball State University strives to provide privacy and a fair share of technical resources to all members of the University community whose work requires it. Fees may be charged for some services. All computer users

have the responsibility to use these resources in an efficient, effective, ethical, and lawful manner. Faculty may limit the use of technology in their classrooms and laboratories. The ethical and legal standards come from standards of common sense and common decency that apply to the use of any public resource within the University and are documented in the local, state, and federal statues and University policies, regulations and procedures.

(Online Computer Users Policy)

Instructional Media Support Committee 2/14/07

Motion #2

Privileges and Responsibilities of Technology Users

Members of the University community must conduct themselves in accordance with high ethical standards related to use of technology. This policy applies to all forms of current and future technology capable of originating, storing, receiving, or sending alphanumeric data and photographic or other images. Faculty may limit the use of technology in their classrooms and laboratories. In addition to maintaining a high level of ethical behavior, each member of the University community agrees to abide by particular policies published elsewhere in this document, including the Student Academic Ethics Policy and the “Computer Users’ Privileges and Responsibilities” document published on the University website. These policies are periodically reviewed and updated by the campus Council, the Faculty Council, and the University Senate.

(Faculty and Professional Personnel Handbook, P. 187)

Since Motion #1 and #2 include the same statement, a motion was made and seconded (Brown/Adams) to review these two motions together and to place on the floor for discussion.

Motions #1 and #2 from the Instructional Media Support Committee, carried.

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C. Revision of InQsit Lab Procedures (Faculty Council Agenda 3/1/07, Enclosure #2)

Instructional Media Support Committee 2/14/07

Motion #3:

Revision of InQsit Lab Procedures

In order to discourage dishonesty in InQsit labs, the University Senate recommends the following actions be included in the InQsit laboratory procedures:

1. The InQsit examination will be modified to include a check-box statement at the beginning of the test stating that the student is aware of the Academic Dishonesty Policy of the university. A web link to the policy will be added for the student wishing to review the policy.
2. The InQsit examination will be modified to require faculty to respond to the instructions to the cyber proctor box before the module may be updated. This may include, but not limited to, a check list of items or directions in the comment section.

(InQsit Laboratory Procedures)

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

A friendly amendment was accepted by the committee. The last sentence in #2., was revised:

“This may include, but is not limited to, a check list of items or directions in the comment section.”

The motion from the Instructional Media Support Committee, carried.

- D. Addition of description of retirement benefits for contract faculty (Faculty Council Agenda 3/1/07, Enclosure #3)

Discussion ensued.

It was suggested that further information be obtained to clear up any confusion regarding the on-line version of the Payroll and Employee Benefits Handbook, prior to voting on New Business Items D. and E.

No action was taken to suspend the Standing Rules of the Faculty Council and the meeting adjourned at 5:20 p.m.

Ione DeOllos, Secretary

/mt

Motion #1:

Addition of Description of Benefits for Contract Faculty Upon Leaving the University

The Faculty Council requests that Ball State University add a description of benefits for contract faculty in Category 5 to the Payroll and Employee Benefits Site Map.

Rationale:

Currently, the online Employee and Benefits handbook lists a description of benefits for faculty/professional staff, and staff/service employees. Contract faculty payroll and employee benefits are not listed on the university website. This addition would bring equal recognition to the three groups which comprise the work force of this university.

(Payroll and Employee Benefits Handbook)

Motion #2:

Life Insurance Benefits for Contract Faculty

The Faculty Council requests that Ball State University life insurance benefits be awarded to contract faculty members upon leaving the University, under the following conditions:

“Contract faculty, who are at least 50 years of age and have at least 15 years of full-time service, or are at least 60 years of age and have at least ten years of full-time service, may, at the discretion of the President and board of Trustees, be awarded life insurance benefits...”

Rationale:

1. This courtesy would apply only to those contract faculty in Category 5:

“Contract full-time Faculty/Professional Personnel hired under renewable term contracts which are three or more years in length. Personnel classified in this group are not eligible for tenure and contracts are generally from one to three years in length.”

(http://www.bsu.edu/web/cbs/benefits_handbooks/faculty_professional/index.htm)

2. Contract faculty were awarded health care benefits by the Board of Trustees in 1999.
3. Contract faculty retirees were granted permanent university identification cards in 1997.
4. Cost to the university for contract faculty retiree life insurance benefits would amount to 21 cents per hundred dollars of coverage per month per retiree. (Contract faculty would pay 7 cents per each hundred per month as their portion of the cost.) This would amount to approximately \$80 per year per retiree. In the years 2004-2006, the university experienced the retirement of 15 full-time contract faculty. One year university costs for 15 contract faculty retirees would be \$1200.

The Beneficence Pledge

By accepting the invitation to join Ball State University, I am accepting the rights and responsibilities inherent in a community of scholars committed to teaching and learning.

As a member of the Ball State ~~Academic~~ Community . . .

I pledge to **maintain high standards of scholarship**

To strive for excellence; to work with students, faculty, and staff to strengthen teaching and learning on campus

I pledge to **practice academic honesty**

To model and uphold academic integrity, to honor my peers and earn trust and respect from all members of the community

I pledge to **act in a socially responsible way**

To treat each person in the Ball State community with civility, courtesy, compassion, and dignity; to respect the property and environment of the campus

I pledge to **value the intrinsic worth of every member of the community**

To strive to respect and learn from differences in people, ideas, and opinions

Rationale:

The Beneficence Pledge is intended to provide a set of common standards for the entire University community – students, faculty and staff alike – to foster civility, honesty, integrity, respect and scholarship. This document was drafted by the Student Rights, Ethics and Standards Committee after lengthy discussion and examination of similar statements at many other institutions. Significant input came from the six faculty members of the committee as well as the ex-officio representative from the Provost Office (Mike Haynes). Our hope is that the statement can be endorsed by University Senate, SGA and the President’s cabinet as a sign of broad acceptance of these principles, and thus elevate our expectations of conduct for each other. It can be argued that they are just words. But, as demonstrated by the Pledge of Allegiance, even just words can have a powerful meaning with broad acceptance.