

**AGENDA FOR
UNIVERSITY SENATE MEETING**

(Meeting #4, 2011-12)

**October 27, 2011
4:00 p.m.
TC 101**

Approval of senate minutes of September 29, 2011

- I. Announcements
 - A. Next Scheduled Meetings
Senate Agenda Committee – Monday, November 21, 2011, 8:00 a.m., LB 104
University Senate – Thursday, December 1, 2011, TC (Teachers College), Rm. 101
 - B. Recognition of Death – Royda Crose
- 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 #1 - Issues in the Senate System)
- IV. Questions Directed to the President
- V. Question and Answer Period
- VI. Unfinished Business
- VII. New Business
 - A. Gender Identity Statement (Enclosure #2)
 - B. Cardinal Cash (Enclosure #3)
- VIII. Other Items
- IX. Adjournment

/mt

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

Thursday, September 29, 2011

Members Present: 56

Members Absent: 9

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, S. Byrum, J. Cassady, J. Chapman, C. Corbin, G. Crawley, J. Ellery, J. Forbey, A. Gary, M. Gerhard, J. Green, C. Griewank, D. Grosnick, M. Guntsche, M. Hanley, M. Harvey, T. Hendricks, M. Holtzman, J. Jemiolo, E. Kelly, T. King, J. Kluth, K. Kreamelmeyer, D. LeBlanc, A. Leahy, J. Ledbetter, M. Maggiotto, P. Magro, T. Mahfouz, M. McGrew, D. Middleton, S. Parkinson, S. Pattison, D. Pearson, L. Pellerin, T. Richardson, D. Shawger, K. Stanton, G. Stamp, M. Steib, K. Thurman, B. Wagner, L. Wiley, B. Wills, J. Zhao, S. Zhuk

Substitutes: Corby Roberson for B. Canada, Mark Neely for J. Huff, Brian Meekin for C. Munchel, Juan Carlos Ramirez-Dorronsoro for J. Popovicova, Shannon Staton for G. Slater

Members Absent: S. Amato, J. Gora, M. Hamil, B. Hannon, T. Hardin, J. Kim, S. Rice-Snow, W. Sharp, A. Wieseke

2. A motion was made and seconded (Crawley/Pearson) to approve the minutes of September 1, 2011.

The motion carried.

3. Items I. A., B., C., D., under Announcements were reviewed.

4. Committee Reports

A. Governance and Elections Committee – Richard Bellaver, Chairperson (No report)

B. Faculty Council – John Ledbetter, Chairperson

John reported the council met on September 8 and approved the promotion and tenure document on today's agenda.

C. University Council – Barbara Wills, Chairperson

Barb reported the council met on September 15. Most committees under their purview had not met but several are scheduled.

D. Campus Council – Kevin Thurman, Chairperson

Kevin reported the council met on September 22 and approved the Cardinal Cash proposal as well as the revisions to the Gender Identity statement for the university.

In addition to the above reports, Kayla Stanton, President of the Student Government Association, provided an update on filling the student positions in the university governance system. There are a total of 86 positions for students and 19 remain unfilled. A senator asked if there was room for Burriss students on university governance? There have also been questions regarding Academy students. At the present time, these positions are only open to Ball State students; however, the chairperson of the senate would like to speak with Shon Byrum (Burriss representative) and Kayla regarding these two high-school level institutions and how the Student Government Association can take an active role in training high school students in preparation for college student governance.

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

Eric believes the issues on the GANTT chart will make their way to the senate next spring or by the end of the academic year.

He mentioned the issue of titles for contract faculty is in the Contract Faculty Committee. The Provost reported receiving a proposal from the committee and he will be meeting with them soon.

6. Questions Directed to the President

The President sends her regrets in not being present at today's meeting.

The Provost reported on the following:

- The Strategic Planning Task Force has been meeting since last spring. They are wrapping up data-gathering sessions which have proven to be lively discussions. The next step is reviewing the information and crafting themes for the next strategic plan.
- The accreditation visit is in 700 days. This is not a long time to prepare the self-study. Marilyn Buck and Michael Maggiotto are co-chairing the steering committee for the accreditation.
- The Indiana Commission for Higher Education (ICHE) met on Monday of this week and the concept was discussed of accountability and assessment. These are parallel issues, but still very similar.

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

- *Can the Faculty Council consider the problems of salary compression and make recommendations in time to be included in the new five-year strategic plan at Ball State?*

The Provost responded this is an item on the GANTT chart and the Salary and Benefits Committee at the present time. The last strategic plan had a specific recommendation to create a salary pool to retain outstanding faculty members. He went on to say that the causes of compression need to be explored. A major problem is the manner in which increments are given out as a dollar amount rather than percentage. He knows the seriousness of the issue and they are reviewing it.

7. Question and Answer Period

There were no questions.

8. Unfinished Business

A. Proposed amendments to the Constitution – Second Reading (University Senate Agenda, 9/29/11, Enclosure #2)

Item 1: Contract Faculty and Senate membership

Patty Parkison (last year's Contract Faculty Committee chairperson) was present at today's meeting to answer questions.

A motion was made and seconded (Crawley/Shawger) to approve this amendment.

The motion carried.

Item 2: Membership of Professional Personnel on the Salary and Benefits Committee

Barb Wills, University Council chairperson, was present at today's meeting and reviewed the current membership of the Salary and Benefits Committee. Currently there is one member of the committee. The amendment would divide the current Salary and Benefits Committee into two separate subcommittees where faculty would discuss faculty issues and professional personnel would review professional personnel issues. Both subcommittees would come together to discuss issues that pertained to both entities. Each subcommittee would have a non-voting representative from the other constituency.

Discussion surrounded around the fact that the professional personnel member on the current committee could report back to the University Council concerning issues pertaining to them.

A motion was made and seconded (Ledbetter/Thurman) to approve. The vote was taken by a show of hands.

Approve: 20 Oppose: 23

The motion to approve the amendment failed.

A motion was made and seconded (Pearson/Crawley) to return the amendment to the Governance and Elections Committee to redefine a Salary and Benefits Committee under the University Council with both committees coming together to discuss issues that pertained to both sets of employees, such as health benefits. Gary Crawley is willing to be involved with the drafting of the document.

The motion carried.

Item 1. of the constitutional amendments presented today will be sent forward to the departments for vote. They will have sixty (60) instructional days in which to submit their voting results to the University Senate Office.

B. Clarification of Reconsideration/Appeal pertaining to deliberations of Promotion and/or Tenure (University Senate Agenda, 9/29/11, Enclosure #3)

Marilyn Buck, advisor to the University Promotion and Tenure Committee, was present at today's meeting to answer questions from the senate membership.

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

The motion carried.

Since this has been approved early enough in the academic year, these changes will be made for next year (Fall, 2012).

Marilyn confirmed that the process of appeal goes automatically to the college level and bypasses the department.

9. New Business

There was no new business.

10. Other Items

There were no other items.

A motion was made and seconded (Gary/Thurman) to adjourn. The meeting adjourned at 4:35p.m.

October 27, 2011

Eric Kelly, Chairperson

Amy Leahy, Secretary

/mt

From: Zimmerman, Jay S.
Sent: Friday, September 09, 2011 4:38 PM
To: Kelly, Eric Damian
Subject: **gender identity info**

Eric—Here is the information we spoke about. Thanks for meeting today and for your support in moving the process.
Jay

Here is the **list of schools having gender identity in their policies** and both the **current wording as well as the proposed wording for our policies:**

Universities:

- Indiana University /Purdue University
 - <http://www.indiana.edu/~affirm/pdf/Policies%20&%20Procedures/EOAA%20Statement.pdf>
 - http://www.purdue.edu/policies/pages/ethics/x_2_2.shtml
- Ohio State University
 - <http://hr.osu.edu/policy/policy110.pdf>
- University of Michigan
 - <http://www.hr.umich.edu/oie/ndpolicy.html>
- **MAC SCHOOLS**
 - Western Michigan University
 - <http://www.wmich.edu/policies/non-discrimination.html>
 - Northern Illinois University
 - <http://www.hr.niu.edu/policy/PolicyView.cfm?Policy=140>
 - Interesting page on GI
 - <http://www.niu.edu/northerntoday/2009/nov9/schroer.shtml>
 - University at Buffalo
 - <http://policy.business.buffalo.edu/Policy%20Library/Discrimination%20and%20Harassment.pdf>
 - Ohio University
 - <http://www.ohio.edu/equity/upload/AAPolicy.pdf>
 - Miami University
 - <http://www.units.muohio.edu/prs/Benefits/I%20&%20E%20Packet/MUPIM%203%206%20Policy%20Prohibiting%20Harassment.pdf>
 - Central Michigan
 - http://www.cmich.edu/Office_of_Civil_Rights_and_Institutional_Equity/Nondiscrimination_Policy.htm
 - University of Toledo
 - http://www.utoledo.edu/policies/administration/diversity/pdfs/3364_50_02.pdf

Ball State University Equal Opportunity and Affirmative Action Policy-

Current form:

Ball State University provides equal opportunity to all students and applicants for admission in its education programs, activities, and facilities without regard to race, religion, color, sex (except where sex is a bona fide qualification), sexual orientation, physical or mental disability, national origin, ancestry, or age.

Ball State University provides equal opportunity to all employees and applicants for employment in its recruitment, hiring, retention, promotion, tenure, transfer, layoff, return from layoff, training, and other employment decisions and in its compensation and benefits programs without regard to race, religion, color, sex (except where sex is a bona fide occupational qualification), sexual orientation, physical or mental disability, national origin, ancestry, age, or citizenship (for U. S. citizens and protected lawfully-admitted aliens). ”

Proposed addition:

Ball State University provides equal opportunity to all students and applicants for admission in its education programs, activities, and facilities without regard to race, religion, color, sex (except where sex is a bona fide qualification), sexual orientation, **gender identity/gender expression**, physical or mental disability, national origin, ancestry, or age.

Ball State University provides equal opportunity to all employees and applicants for employment in its recruitment, hiring, retention, promotion, tenure, transfer, layoff, return from layoff, training, and other employment decisions and in its compensation and benefits programs without regard to race, religion, color, sex (except where sex is a bona fide occupational qualification), sexual orientation, **gender identity/gender expression**, physical or mental disability, national origin, ancestry, age, or citizenship (for U. S. citizens and protected lawfully-admitted aliens).

Ball State University Anti-Harassment Policy-

Current form:

Harassment of students or employees at Ball State University on the basis of race, color, national origin, ancestry, religion, creed, gender*, sexual orientation, age or physical or mental disability is unacceptable and will not be tolerated. Such conduct is inconsistent with the University's commitments to excellence and to respect for all individuals. This Policy is intended to complement the University's Equal Opportunity and Affirmative Action Policy.

*This Policy covers gender-based harassment that is non-sexual in nature. Sexual harassment is covered by a separate "Statement on Sexual Harassment."

Proposed addition:

Harassment of students or employees at Ball State University on the basis of race, color, national origin, ancestry, religion, creed, gender*, sexual orientation, **gender identity/gender expression**, age or physical or mental disability is unacceptable and will not be tolerated. Such conduct is inconsistent with the University's commitments to excellence and to respect for all individuals. This Policy is intended to complement the University's Equal Opportunity and Affirmative Action Policy.



Improvement of Cardinal Cash Report
Cardinal Cash Task Force
Kevin Thurman, Chairman

Executive Summary

This report is to present the findings and recommendations of the Cardinal Cash Task Force at Ball State University. This report will focus on suggestions for expansion of Cardinal Cash and making it more accessible. It includes student opinion, taken from survey data. Also, this report includes research from other higher learning institutions.

Introduction

The Cardinal Cash Task Force began evaluating the Cardinal Cash program and looking at possible forms of expansion to the current Cardinal Cash system in the spring of 2010. The Cardinal Cash Task Force is a subcommittee under Campus Council. The task force has divided the possible areas of expansion and change into three main areas: 1) Expanding Cardinal Cash across campus, 2) Expanding Cardinal Cash off-campus including but not limited to the Village and downtown Muncie, and 3) Improving accessibility to Cardinal Cash.

Improvements to the Cardinal Cash program would be beneficial to the University for a variety of reasons. Cardinal Cash is a strong alternative for students, professors and staff instead of having to carry cash, stop at an ATM to get cash or carry an extra credit/debit card. With Cardinal Cash being on an ID card, it makes it simple for many students; students carry their ID cards with them on-campus for several reasons, including access to residence halls, dining meal plans, access to other buildings and facilities on-campus associated with specific majors. Credit/debit cards are not always accepted at all locations. Cardinal Cash would be a better alternative to credit/debit cards because of fewer fees associated with accepting a number of different cards.

Another benefit to the Cardinal Cash program is that parents can add funds to a student's Cardinal Cash account by sending a check to the Bursar Office. This option is better for parents because it allows them to add money to an account where they know how the money will be spent. A regular bank account does not offer this sense of security. For example, if money is put into a Cardinal Cash account for textbooks, a parent has better sense of security that the money will be used for which the money is intended. It is important to note that while the task force has been looking at expansion to restaurants that may offer alcoholic beverages, Cardinal Cash would not be able to be used for any type of alcoholic purchase, even if the user is over the age of 21.

The current members of the task force are listed in the following table.

Name	Year	Major
Kevin Thurman, Chairman	Junior	Telecommunications/Journalism
Kyle Thorne, Vice Chairman	Junior	Ceramics
Shelby Welsh, Secretary	Junior	Elementary/Special Education and Athletic Training
Beau Browning	Senior	Political Science and Economics
Heather Closson	Junior	Dance
Austin Hostetter	Junior	Business Administration
Curtis Johnson	Junior	Computer Technology
Dylan Pieri	Sophomore	Public Relations

University Survey

In the fall of 2010 the task force conducted a university-wide survey. The purpose of this survey was to gather information on what the university community knows about Cardinal Cash, and where they would like Cardinal Cash to be in the future. It was noted in the survey, as mentioned above in this report, that the purchases of alcohol will not be permitted with Cardinal Cash. Over the course of many weeks, the task force worked to create the survey. The survey was presented to the Bursar Office to discuss what questions they felt were not necessary and what questions they might like to add. The final version of the survey was sent out to all students and university personnel in October of 2010. The survey was sent via online and was open for a few weeks.

More than 1,200 undergraduate students, graduate students, and faculty/staff took the survey. Of those who took the survey, 73% do not currently use Cardinal Cash. When asked what would make them more likely to use Cardinal Cash, 42.4% answered “offered at more places” and 42.2% responded with “electronic availability to deposit funds.”

After the introductory/general questions, the survey then focused on two main areas: 1) On-campus, and 2) Off-campus. Some of the most popular areas on-campus that a user would be likely to use Cardinal Cash, if available, were Bracken Library for the use of copy machines (65.3%) and all on-campus laundry facilities (59.2%). Some of the most popular off-campus locations that a user would be likely to use Cardinal Cash, if available, were Greek’s Pizza (67.8%), T.I.S. (70.1%), and Subway (70.4%). For reference, the Survey Results Packet is Appendix A. The packet includes: 1) the Cardinal Cash Survey, 2) Survey result spreadsheet, and 3) graphs and analysis of the survey results.

Other Higher Learning Institutions

During the spring of 2011, the task force did research into other higher learning institutions all across the nation. Each institution was evaluated as to if they had either on- or off-campus services like those of Cardinal Cash. Notes were made of each institution that has a similar program to Cardinal Cash, listing examples of where their program is accepted on- or off-campus. For reference, the full spreadsheet of all higher learning institutions is Appendix B.

Recommendations

The Cardinal Cash Task Force recommends the following:

1. Expand Cardinal Cash on-campus.
2. Expand Cardinal Cash into the Village and other off-campus locations.
3. Reorganize structure of depositing funds into Cardinal Cash to include online deposits.
4. Rebrand Cardinal Cash to reflect its new capabilities.

Report as of: September 18, 2011
 Cardinal Cash Task Force
 Ball State University