

**AGENDA FOR
UNIVERSITY SENATE MEETING
(Meeting #6, 2016-2017)**

February 23, 2017

4:00 p.m.

LB (Letterman Building) Room 125

Approval of Senate Minutes of January 19, 2017

I. Announcements

A. Next Scheduled Meetings

University Senate – Thursday, March 30 2017, 4:00 p.m., Letterman Building (LB), Rm. 125
Senate Agenda Committee – Monday, March 20, 2017, 2:00 p.m. (LB 104)

B. Notice of Change in Department/Office Name (Enclosure #1)

- Current Name: VP Enrollment Services
- New Name: VP Marketing and Communications
- Effective Date: January 9, 2017

II. Recognition of Deaths

Dr. Thomas Ray
Professor Emeritus of
Continuing Education
Retired 2009
50 years of service

David C. Mercer
Student Financial Aid
Officer Emeritus
Retired 2001
34 years of service

Mr. James Allan (Al) Rent
Executive Director &
General Director of Public
Broadcasting
1968-2017
49 years of service

Edith L. Pittenger
Assistant Director Emerita
of Personnel Services
Retired 1978
30 years of service

III. Committee Reports

- A. Governance and Elections Committee – Karen Kessler, Chairperson
- B. Faculty Council – Tarek Mahfouz, Chairperson
- C. University Council – Lola Mauer, Chairperson
- D. Campus Council – Kathy Berryhill, Chairperson
- E. Student Government Association – James Wells, President

IV. Report by Vice-Chairperson of Senate – Karen Kessler – GANTT chart (Enclosure #2 - Issues in the Senate System)

V. Questions Directed to the Interim President

VI. Question and Answer Period

VII. Unfinished Business

VIII. New Business

- A. Bias Incident Reporting Procedures (Enclosure #3)

IX. Other Items

X. Adjournment

/mw

MINUTES OF THE FIFTH MEETING OF THE 2016-17 UNIVERSITY SENATE
Thursday, January 19, 2017

Members Present: 46

Members Absent: 18

1. The meeting was called to order by the Chair of the University Senate, Kourtland Koch, at 4:04 p.m.
Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: S. Aegisdottir, M. Baker, J. Becker, K. Berryhill, C. Bohanan, M. Buck, J. Chapman, M. Chiuini, J. Christman, C. Dodd, J. Fitzgerald, J. Ghezzi, J. Griffith, L. Helms, M. Hill, J. Hopwood, J. Jacobson, J. Jemiolo, J. Khubchandani, T. King, K. Koch, R. Kovac, R. Kraus, A. Kuban, M. Lee, B. Loughlin, C. Marlow, L. Mauer, K. McCauliff, S. McFadden, M. Moore, C. Pak, S. Pattison, E. Riddle, K. Ritchey, D. Roof, S. Shim, C. Thomas, H. Wang, K. Warren-Gordon, K. Webber, J. Wells, R. Wijesinghe, A. Yen, S. Zhuk, E. Zygmunt

Substitutes: C. Scalf for A. Batres, Jim H. for A. Crow, J. Neal for K. Gayes, S. Smith for T. Jitpaiboon, D. Rutherford for I. Livshits, C. Kinsella for D. Wheeler

Members Absent: E. Agnew, J. Ballesteros, R. Bernot, A. DeLong, B. Frankel, L. Humphrey, K. Kessler, C. Luchs, T. Mahfouz, N. Masson, J. McKinney, A. Moore, K. Nicholson, N. Phillips, K. Rosenberger, A. Smith, J. Sponseller, S. Wu

Substitutions were noted.

A motion was made and seconded to approve the minutes of November 3, 2017.

The motion carried.

2. Chairperson Koch thanked the representative from Unified Technology Support, Chase Thorpe, for running the console.
3. Announcements
Items I. A. (Next Scheduled Meetings), I. B. (Notice of Change in Department/Office Name, Enclosure #1) were reviewed by the Senate membership.
4. Recognition of Deaths
There was a moment of silence to recognize the deaths of Howard L. "Howie" Snider, Dr. Paul R. Errington, and Dr. Robert J. (Bob) Morris.
5. Committee Reports
 - A. Governance and Elections Committee – No report.
 - B. Faculty Council – No report.
 - C. University Council – Continuing work with Business Affairs on telecommuting. The next meeting is scheduled for February 2.
 - D. Campus Council – No report. The committee's new Chair, Kathy Berryhill, introduced herself.
 - E. Student Government Association – Took the lead in a sexual assault summit at IUPUI, sharing resources for combating campus sexual assault with other attending Indiana universities. During the summit, the SGA also touched base with other university representatives about encouraging their universities to publicly support the two hate crimes bills currently in the Indiana General Assembly. The SGA President expressed his gratitude for the governance system at Ball State, which allows the student body a voice in the university. SGA elections will take place the last two weeks of February.
6. Report by Chairperson of Senate – Kourtland Koch – GANTT chart (Enclosure #1) - Issues in the Senate System)
 - Telecommuting – Discussion is ongoing with Salary & Benefits and Business Affairs on this issue.
 - Bias incident report – Tabled until Faculty Council receives the student body's report revisions.
 - Responsible Conduct of Research – The appropriate committees are reviewing the current status of this policy.
 - ROA – No update.
 - Review of Senate System Structure – An ad hoc committee has been charged with reviewing the current university governance structure and proposing a new university governance structure to the University Senate. The target date for this proposal is July 2018.
 - Titles and Promotions for Contract Faculty – An ad hoc committee is working through the logistics of offering promotions to full-time contract faculty.

7. Questions Directed to the Interim President

Terry King, Interim President, introduced the new Vice-President for Marketing and Communications, Kathy Wolf, and invited VP Hannon to discuss parental leave. VP Hannon discussed three potential changes to employee benefits that are in process, pending the Board of Trustees' approval:

- Elimination of same-sex domestic partner benefits, in light of the Supreme Court's marriage equality ruling
- Enhancing the Employee Assistance Program (EAP) so that employees are eligible for 6 free counseling visits per year
- Paid Family Leave Program: In addition to current employee benefits, this program would allow six weeks of paid leave for either parent following the birth or adoption of a child. Discussions are also underway about expanding employee sick time from 10 to 60 days to care for a sick family member, consistent with FMLA laws.

During follow-up questioning, VP Hannon clarified that these proposals should be finalized to move forward in the appropriate committees by July 1, 2017, and thanked the Gender Equity Task Force for its work on these proposals.

Interim President King reported that he appeared before the Indiana House Ways and Means Committee on January 18, 2017. He summarized the university's current requests:

- The Commission of Higher education has recommended an increase in Ball State's operating costs for 6.2 million dollars.
- An inflationary increase for the Indiana Academy for Mathematics, Sciences, and the Humanities
- 5 million dollars to build more interactive learning spaces on campus
- Capital request for the second phase of the Cooper replacement

Interim President King stressed the importance of the Titles for Contract Faculty policy, which rewards high-performing contract faculty.

8. Question and Answer Period

Interim President King discussed potential promotion benchmarks and funding for the Titles for Contract Faculty policy.

9. Unfinished Business

There was no unfinished business.

10. New Business

A. Change to Academic Technology Committee Responsibilities (Enclosure #3)

A motion was made and seconded to approve a change to the academic technology committee's responsibilities with respect to the election of the chairperson.

Motion carried

11. Other Items

A. Synopsis of the three current leave programs (pregnancy leave, maternity leave, and child care leave)

Discussion was omitted, following VP Hannon's explanation of the proposed Paid Family Leave Program.

The new undersecretary was introduced, and thanks were expressed to Ashley for her service as undersecretary.

12. Adjournment

A motion was made and seconded to adjourn at 4:38 p.m.

Motion carried

Respectfully Submitted,

Rachel Kraus, Secretary

/mw

NOTICE OF CHANGE IN OFFICE/DEPARTMENT NAME

Current name*: VP Enrollment Services
 Proposed name: VP Marketing and Communications
 Effective date: 1/9/17

This information is to be completed by University Human Resource Services	
Fund	Organization
100/00	140010

Update Org 140 in chart of accounts.

A **job title** change for **Faculty** or **Professional Personnel** resulting from the office/department name change needs to be processed on a P-3 "Notice of Change in Status/Compensation." A **job title** change for **Staff Personnel** can be processed by contacting the Human Resources Representative of the appropriate area.

Chair/Department Head/Administrator _____ Date _____

College Dean/Appropriate Administrator _____ Date _____

Keith M. Wolf _____ 2/2/17
 Vice President/Senior Staff Date

Send completed form to: Marie Williams, AVP for Human Resources/Admin. Svs.

University Human Resource Services will notify:

- | | |
|-------------------------------------|-------------------------------|
| Assistant Controller | Purchasing Services |
| Budget Office | Registrar's Office |
| Bursar | Telephone Services (ITS) |
| Sponsored Projects Admin. | University Senate |
| Facilities Planning & Management | University Marketing & Comms. |
| Financial Info Systems & Technology | |
| Information Technology | |
| Inventory Control | |
| Office of the President | |
| Payroll and Employee Benefits | |
| Printing Services | |
| Provost & VP Academic Affairs | |

***Changes in names of academic departments must be approved by the Board of Trustees.**

HR-127; 5/2011; 1/2013; 11/2013; 2/2015; 8/2015

ISSUES IN THE SENATE SYSTEM, 2016-17

FACULTY COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
Telecommuting (Originated from University Council)	Salary & Benefits to Business Affairs	11/19/12 3/19/13												
Stopping the Tenure Clock	Gender Equity Task Force SAC P&T SAC FC	10/28/16 11/21/16 11/28/16 2/13/17 2/16/17												
UNIVERSITY COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
Responsible Conduct of Research	Agenda to Research	9/15/14												
CAMPUS COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
SENATE AGENDA				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
ROA (Reporting Outside Activities) Policy	Ad hoc committee on FPPH, then to FC and UC	Tabled, 4/28/16 Senate												
Bias Incident Response Reporting Procedure	From SAC To FC (Tabled) To original committee To FC To SAC	4/18/16 10/13/16 11/10/16 1/26/17 2/13/17												
GOVERNANCE & ELECTIONS				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
The ad hoc committee on Senate Restructuring	From UC To G&E To SAC To G&E (Tabled) ad hoc committee	3/24/16 10/6/16 10/24/16 11/3/16 11/21/16												

Titles and Promotions for Contract Faculty (ad hoc committee, chaired by (Tonya Skalon)	From SAC To ad hoc committee	4/18/16 11/21/16								
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1	Student Senate	S(O,R,B) ##-15/16	<u>Status</u>	<u>Date</u>
2				
3			1 st Reading – Agenda:	
4			2 nd Reading – Senate:	
5			3 rd Reading – Senate:	
6				
7				
8				
9	<u>Author(s):</u>	Gabrielle Lloyd, Academic Affairs Chair, Student Government Association,		
10		Alexus Torrence, Academic Affairs Whip, Student Government Association		
11		Carli Scalf, Academic Affairs Secretary, Student Government Association		
12		Abbie Wineland. Academic Affairs Senator, Student Government		
13		Association		
14				
15	<u>Sponsor(s):</u>			
16				
17		Charlene Alexander Associative Provost for Diversity, Ana Batres, Greg Carbo ,Taylor William		
18		JT Ellison, Levi Todd, Tatyana ClarkMatthew Hood, Kathy Berryhill, On-Campus Senator,		
19		William Haeberle, Carlos Mata, Latino Student Union, Kaitlyn Christie, Samantha Ralston, Jonah		
20		Katz, Emily Halley, Gabrielle Sandefer, Hannah Joy Rogers, Amanda Rogers, Mikayla Stose,		
21		Trevor Holland, at-large senator, Madison Blakely, Kinsey Sturgeon, Paige Rideout, Jacob		
22		Germann, Victoria Roderick, Ryan Gilman, Asa R. McCormick, Lizzie Ford, Destinee Burrell,		
23		Sophie Gordon, Theresa E. Barhorst, Jamar Buckley, Steven Williams, Ivan Clark, Ro-Anne		
24		Royer Engle Director of the Multicultural Center, Shelby Ward, Hunter Schubert, Rahissa Engle,		
25		Kiersten Hoehn, Michelle Kaufman, Da'Prielle Fuller, Sang Nguyen, Council for Diversity and		
26		Inclusion, Kyleigh Snavelly, Drew Gaidosh, Danielle Hoover, Heather McClendon, Jackie, Lauren		
27		Brannick, Bart Upah DeHority Hall Director, Ishmeal Allensworth, Nelly Chavez, Kaylee		
28		Keesling Jenny Lee, Kevin Wells, Emma Hartman,Eric Stemshorn, Bobby Steele Assistant		
29		Director of the Multicultural Center,		
30				
31				
32				
33				
34	<u>Title:</u>	Reflection of Diversity on Class Syllabi		
35				
36	<u>Summary:</u>	A Senate Resolution requesting Ball State University Professors to include		
37		the Diversity Statement and Bias Incident Response Reporting Procedure		
38		on class syllabi.		
39				
40	<u>Whereas:</u>	The Council for Diversity and Inclusion appointed by the President (Fall		
41		2015) have asked for student support on this initiative, is charged to		
42		address concerns to make Ball Sate a comfortable place for all students,		
43		and;		
44				
45	<u>Whereas:</u>	The Ball State University Student body is comprised of many diverse		
46		students including, but not limited to race, sexual orientation, gender, and		
47		socio economic status, and;		

48
49 Whereas: Currently the Diversity Statement or Bias Incident Response Reporting
50 procedures are not listed on syllabi, and;
51
52 Whereas: Students have shared in the Beneficence Dialogue ¹ that micro aggressions
53 are indeed common in the classroom, and;
54
55 Whereas: In the Campus Diversity Climate of fall 2014,² 19.9% of respondents
56 reported experiencing intimidating and or hostile conduct in the classroom,
57 and;
58
59 Whereas: The Diversity Statement provides students, faculty, and staff with a visual
60 of Ball State’s commitment to diversity on campus
61
62 Whereas: The Bias Incident Response Reporting Procedure provides the instructions
63 needed for students to report any hostile or intimidating conduct on and
64 around the campus of Ball State University
65
66 Therefore be it Resolved That: Ball State University Student Government Association
67 requests that the Diversity Statement and Bias Incident
68 Response Reporting Procedure be placed on each class
69 syllabi in the years to come.
70
71 Therefore be it Further Resolved That: the language for the Bias Incident Reporting Procedure
72 will be as follows: “Ball State University aspires to be a university that attracts and retains a
73 diverse faculty, staff and student body. We are committed to ensuring that all members of the
74 campus community are welcome through our practice of valuing the various experiences and
75 world views of those we serve. We promote a culture of respect and civil discourse as evident in
76 our [Beneficence Pledge](#). For Bias Incident Response service information, go
77 to bsu.edu/multiculturalcenter/bias or e-mail mc2@bsu.edu.”
78
79 The abbreviated Diversity Statement is as follows:
80
81 “Ball State University aspires to attract and retain a diverse faculty, staff, and student body. We
82 are committed to ensuring that all members of the community are welcome, through valuing the
83 various experiences and worldviews represented at Ball State and among those we serve. We
84 promote a culture of respect and civil discourse as expressed in our [Beneficence Pledge](#) and
85 university resources <http://cms.bsu.edu/campuslife/multiculturalcenter>”