

**AGENDA FOR
UNIVERSITY SENATE MEETING**

(Meeting #1, 2020-21)

September 17, 2020

4:00 p.m.

WebEx/Zoom Online Conference

Approval of the Minutes of April 23, 2020.

I. Announcements

A. Reaffirmation of Standing Rules (Enclosure #1)

B. Schedule of Meetings in University Governance System (Enclosure #2)

C. Next Scheduled Meetings

University Senate – Thursday, October 1, 2020, 4:00 p.m., WebEx/Zoom Online Conference meeting

Senate Agenda Committee – Monday, September 21, 2020, 2:00 p.m., WebEx/Zoom Online Conference meeting

D. Overview of Senate System – Tarek Mahfouz, Chairperson

E. Approval of Senate Actions

Does not require Board of Trustees Approval:

1. Policy for Allegations for Research Misconduct

2. Priority Scheduling Revision- Section IV-86

3. Faculty Qualifications

4. Non-Tenure-Line Faculty Reconsideration Policy

5. Professional Education Committee revisions

Does require Board of Trustees Approval:

1. President Salary Increase Proposal

2. Board of Trustee Membership Proposal

3. Undergraduate Education Committee Suspension and Elimination of Academic Programs

4. Promotion and Tenure Committee- Document Revisions

F. The Computer Technology program including career and vocational training has been moved from the ISOM department under the College of Business to the Center for Information and Communication Sciences under the College of Communication Information and Media (CCIM).

G. On May 20, 2020 it was reported that the new University Senate constitution was ratified by a final university wide vote of 1,268 Ayes and 89 Nays.

II. Recognition of Deaths

Dr. C Wade Jennings
Professor Emeritus of English
Retired 1998
30 years of service

Dr. Theodore N. Van Cott
Professor Emeritus of Economics
Retired 2015
38 years of service

Dr. Billy Paschal
Professor Emeritus of Psychology-Educational Psychology
Retired 2000
32 years of service

Dr. Carmella E. Mansfield
Professor Emerita of the Business Education and Office Administration (now ISOM)
Retired 1985
18 years of service

III. Questions Directed to President Mearns

IV. Committee Reports

- A. Governance and Elections Committee – Karen Kessler, Chairperson until future election of Vice Chair of Senate
- B. Faculty Council – Jon Truitt, Chairperson
- C. Professional Personnel Council – Sam Snideman, Chairperson
- D. Student Government Association- Connor Sanburn/Dylan Lewandowski

V. Report by Chairperson of Senate – Tarek Mahfouz – GANTT chart (Enclosure #3 - Issues in the Senate System)

VI. Question and Answer Period

VII. Unfinished Business

A. Elections for 20-21 Executive members

1. University Senate Officers

- a. Chair: _____
- b. Vice Chair: _____
- c. Secretary: _____

Nominations made:

Tarek Mahfouz

(Nominee also serves as Chair of G&E)

Nominations will also be taken from the floor.

VIII. New Business

A. Membership of University Senate (Enclosure #4)- as of September 11, 2020

IX. Other Items

A. Faculty Council committee appointment letters are in the process of being sent out to appointees.

X. Adjournment

/ba

MINUTES OF THE SEVENTH MEETING OF THE 2019-20 UNIVERSITY SENATE
April 23, 2020

Members Present: 55

Members Absent: 16

1. The meeting was called to order by the Chair of the University Senate, Tarek Mahfouz, at 4:00 p.m.

Substitutions were announced and noted.

Members Present: R. Bernot, L. Bielski, C. Braden, C. Chen, J. Christman, M. Clayton, B. Condie, C. DeBlasio, B. Frankel, J. Fry, S. Fulton, K. Gayes, L. Gerstein, L. Helms, K. Hennessee, T. Ho, J. Huff, K. Kessler, C. Kinsella, M. Kovach, R. Kraus, A. Kuban, A. Latz, S. Lee, C. Placek, D. Lewandowski, L. Li, C. Luchs, T. Mahfouz, C. Malone, S. Martin, M. McCarthy, C. McIntosh, G. Mearns, A. Medellin, K. Mesarosh, P. Nagelkirk, D. Nardi, J. Plowdrey, S. Rivera-Mills, D. Roof, J. Shimkus, S. Smith, J. Sponseller, J. Thaller, J. Thaller, J. Truitt, J. Tye, M. Watters, R. Wijesinghe, S. Wilczynski, M. Wilson, R. Yantz

Substitutes: J. Gruver for R. Rice-Snow, K. Kreamelmeyer for S. Tancock, K. Lee for A. Yen

Members Absent: C. Airriess, C. Bohanon, M. Cairns, C. Gallagher, R. Groeber, K. Heuett, J. Hopwood, R. Kovac, I. Livshits, E. Lucas, M. McGriff, J. Place, K. Reese, M. South, L. Wang, E. Zygmunt

A motion was made and seconded to approve the minutes of March 26, 2020.

Motion carried.

2. Announcements

- A. Next Scheduled Meetings

University Senate – Thursday, August 27, 2020, 4:00 p.m., Letterman Building (LB) 125

Senate Agenda Committee – Monday, August 17, 2020, 2:00 p.m., Letterman Building (LB) 104

- B. With Undergraduate Education Committee's approval on March 16, 2020, we will communicate with the appropriate stakeholders to create a university-wide communication and work flow plan on the WPP's suspension, a plan that will include information for any students who may wish to modify their graduation plans in light of this change. Most students and departments should not feel much-- if any-- impact at all, and incoming students for AY 2020-21 will never experience the WPP as a graduation requirement.

Kecia D. McBride, Ph.D., Vice Provost for Academic Affairs

3. Recognition of Deaths

There was a moment of silence to recognize the death of the following:

Dr. John Reno
Chairperson Emeritus of Physical Education, Coordinator Emeritus of Sport Administration & Sport Management Programs,
and Professor Emeritus of Physical Education
Retired 2002
42 Years of Service

Dr. George J. Gannage, Jr.
Assistant Teaching Professor of Marketing and Assistant Director of the Center for Professional Selling

Michael Engber
Professor Emeritus of Business Law
Retired 1998
31 years

4. Questions Directed to President Mearns and Provost Susana Rivera-Mills

Do we have any updates about what to expect in the fall in regards to returning to on-campus instruction? President Mearns explained there are two important groups that have been created and are working to determine these answers. There is a group working on contingency plans for facilities including dining, residence halls, conferences, etc. We have another group focusing on academic contingency plans. We will communicate decisions as we have them. Susana Rivera-Mills stated they are meeting about two times per week and hope to have recommendations by May 15, 2020. They are trying to make plans for multiple scenarios to be best prepared given the unknown factors being considered.

Have we considered the psychological ramifications of this situation for the students? Please include that area of consideration when making decisions moving forward. Consider that there is the possibility of a second wave of cases. President Mearns agreed that including that expertise would be beneficial not only within the university but also outside of campus. They are also considering looking at what other colleges are doing, plan to pursue a greater collaboration to other states and other governors as well to draw on their expertise and experience.

President Mearns thanked everyone for their agile response to this crisis and their dedication to our students. He wished everyone all good health.

5. Committee Reports

- A. Governance and Elections Committee – Karen Kessler- We will be talking about the third and final read of the new constitution later in today’s meeting.
- B. Faculty Council – Jon Truitt- The council approved the Professional Education Committee revisions that Don Ester will speak to in today’s meeting. They also approved the Faculty Qualifications Task Force recommendations that will be discussed today as well.
- C. University Council – Laura Helms- The council met on April 2, 2020. They endorsed a proposal to recognize Ginn Woods as an Indiana State Nature Preserve. They also approved the new membership of the Professional Personnel Council within the new constitution proposal.
- D. Student Government Association – Aiden Medellin – Today is Aiden’s final meeting as he is graduating this spring. Everyone thanked Aiden for his contributions that will be missed. The Student Government Association held their Inauguration. Aiden thanked everyone for the insight and experiences. The incoming slate will do well. He looks forward to seeing everyone as an alumni.

It was noted at this time if you are on the phone for today’s meeting, you can vote by speaking as needed.

6. Report by Chairperson of Senate – Tarek Mahfouz – Gantt chart (Enclosure #1) - Issues in the Senate System

Tarek Mahfouz reviewed each item briefly, highlighting the current location and ongoing nature of each. These items included:

- 1. Core Curriculum Revision- The committee continues to work on revisions after receiving feedback from the Faculty Council. Plan to set up forums when it can be done. Group has finalized the surveys from students and faculty. These are being analyzed and will continue work over the summer. The current structure of the committee, half rotate out of service and specifically this year it took quite some time to get the work moving forward, so they requested that G&E their membership be extended for another year. G&E approved this by electronic vote.
- 2. Graduate Education Committee- Taught/with policy revision- The Graduate Education Committee is working on revisions. GEC has been in communication with Tarek and Jon Truitt. Mandated threshold is 50% until any new policies will be proposed.
- 3. Non-Tenure-Line Reconsideration policy- This item was approved by our council on March 19, 2020. Adding a reconsideration component for NTL- similar to what happens with tenure-line
- 4. Professional Education Committee revisions- We will be discussing this today. It has been approved by Faculty Council on April 16, 2020.
- 5. Board of Trustee Membership Ad hoc- We are awaiting a response back from the Provost and President.

6. UEC- BA/BS Program Distinctions- This item remains with the Undergraduate Education Committee. Only difference between BA and BS is the language component. It may or may not be a senate discussion. Asked for more clarification. They determined there are other issues to address before this, is still on agenda.
 7. Faculty Qualifications Task Force report- We will be discussing this today.
 8. Senate Restructuring Writing Committee- We will hear more about this today as well.
7. Question and Answer Period:
Jon Truitt- Can I request that the New Business be addressed first and then we move to the Unfinished Business.
Yes.
8. New Business:
- A. Non-Tenure-Line Faculty Reconsideration Policy- (Enclosure #2)- Jennifer Christman/Kimberly Hennessee
This item was voted on and approved by Faculty Council on March 19, 2020.

A motion was made and seconded to approve this proposal. Discussion ensued and concluded.
The language simply mirrors the verbiage as the tenure-line faculty. This proposal also provides options for reconsideration.
One (1) abstention noted. Zero (0) nays noted.
Motion carried.
 - B. Professional Education Committee Revisions- (Enclosure #3)- Don Ester
This item was voted on and approved by Faculty Council on April 16, 2020.

A motion was made and seconded to approve the Professional Education Committee revisions.
Don Ester provided background information on the history of this item. Discussion ensued and concluded.
Zero (0) abstentions noted. One (1) nay noted.
Motion carried.
 - C. Faculty Qualifications Task Force- (Enclosure #4 and attached Excel spreadsheet/ Copy of 4 BSU
Disciplinary Terminal Degree Table)- Melody Bernot/Jennifer Wies
This item was voted on and approved by Faculty Council on April 16, 2020.

A motion was made and seconded to approve the Faculty Qualifications Task Force recommendations.
Jennifer Wies provided background information. Discussion ensued and concluded.
One (1) abstention noted. One (1) nay noted.
Motion carried.
9. Unfinished Business:
- A. Senate Restructuring Ad hoc Committee- New Constitution Final Read- (3rd Read Constitution Draft)- Karen Kessler

It was determined that each section of the new constitution would be voted on, ending in a final vote on the entire proposed document.

A motion was made and seconded to consider section 9. Constitution of the University Senate.
Zero (0) abstentions noted. Zero (0) nays noted.
Motion carried.

A motion was made and seconded to consider section 9.1 Duties and Responsibilities.
Zero (0) abstentions noted. Zero (0) nays noted.
Motion carried.

A motion was made and seconded to consider section 9.2 Membership. Discussion ensued.
A motion was made and seconded to amend section 9.2.2 to change from 51% to 55% to 55% but not more than 60% in the first sentence. A vote was taken on the motion to amend section 9.2.2.
Two (2) abstentions noted. Five (5) nays noted.
Motion carried.
A vote was taken on the motion to consider section 9.2.
One (1) abstention noted. Three (3) nays noted.
Motion carried.

A motion was made and seconded to consider section 9.3 Structure and Organizations.
One (1) abstention noted. Zero (0) nays noted.
Motion carried.

A motion was made to execute the changes to section 9.4.24 proposed by Bruce Frankel.
9.4.24. Each Council shall be allowed the autonomy to handle matters that pertain to that Council. Business that belongs to a specific Council shall be determined by the business of its standing and ad hoc committees and does not have to be voted on or confirmed by the Senate. The Senate shall review all business by each Council and shall have the authority to place any matter on its agenda as it sees fit. If the Senate does not view an item from a Council as needing further action, it will report the completed business to the Senate in the form of an announcement.
Zero (0) abstentions noted. Zero (0) nays noted.
Motion carried.

A motion was made and seconded to consider section 9.4 University Senate Councils and Committee.
Zero (0) abstentions noted. Zero (0) nays noted.
Motion carried.

A motion was made and seconded to consider section 9.5 Amendments.
Zero (0) abstentions noted. Zero (0) nays noted.
Motion carried.

A final motion was made and seconded to consider this our third and final read of the new constitution.
Zero (0) abstentions noted. Three (3) nays noted.
Motion carried.

10. Other Items: Tarek mentioned this after new business- then after this moved on to the 3rd read business.
A. Under normal circumstances the Executive members for 2020-21 University Senate would be considered and voted on at this time. Due to the Senate Restructuring Constitution Proposal, the current University Senate Executive members are submitting an exception to extend the executive members to the first meeting in the fall of 2020. Departments may need to hold additional elections if this proposal is approved university wide over the summer months or early in fall 2020.
11. Adjournment:
A motion was made and seconded to adjourn at 5:55 p.m.
Motion carried

Respectfully Submitted,

Laura Helms, Secretary

/ba

STANDING RULES FOR CONDUCTING SENATE BUSINESS

1. A member of the faculty, professional personnel, or a student who is not a senator may initiate an agenda item by having a senator sponsor that item or by presenting the item to the Agenda Committee.
2. Senators may submit new agenda items in writing to the Agenda Committee.
3. The Senate will be called to order on the hour with sessions limited to one hour and twenty minutes.
4. Roll will be taken by the members initialing a roster.
5. Senators will be seated in a designated section of the room. Special areas of the chamber will be reserved for the seating of visitors.
6. The distribution of the minutes by mail will substitute for the reading of the minutes.
7. Announcements must be limited to Senate business and must be cleared through the Chair.
8. Scheduled meetings will include, following committee reports, a question-and-answer period not to exceed ten minutes in length, during which senators may request information from other persons present on matters of concern to the University community as a whole. The Chair shall rule out of order questions that are personal, departmental, or collegiate in scope or that do not pertain to University affairs.
9. The first time they speak at a meeting, senators will stand and identify themselves when addressing the Chair or the Senate.
10. Senators may, as a prerogative, address the Senate from the lectern.
11. Senate committees and councils must send minutes, reports, and recommendations to the Agenda Committee.
12. Committee reports should be brief (no longer than five minutes), official statements of the conclusions formally adopted within the reporting body.
13. Proposals must be framed as resolutions or as motions. A lengthy resolution or motion should be submitted in writing prior to the call to order of the meeting.
14. All motions will be put on the floor for debate by a Senator first stating their name followed by a second with a Senator stating their name.
15. When a motion appears on the Senate agenda, the chair of the sponsoring committee, or a representative, or the person sponsoring the motion must be present in the Senate to present the motion.
16. The Senate may move to return a motion to committee, amend, or refer to another committee for matters of clarification. This will require an immediate second, a debate and a simple majority vote of the body of the Senate. A majority vote will send the item back to the appropriate committee for further work or clarification. If the motion fails, debate will continue on the original motion followed by a vote of the body.

17. Voting will be by voice vote unless there is a request for a division of the house or for a written ballot.
18. Voting procedures shall be “of the members present and voting” as defined in Robert’s Rules of Order. In this process, “yes” and “no” votes are counted, while abstentions are not counted in the total. Unless defined differently by the standing rules of the Senate or Robert’s Rules of Order, motions pass by a simple majority of the votes cast. Voting by proxy is disallowed in this process.
19. The Chairperson will appoint a parliamentarian for the Senate. The appointee may be a member of the Senate or from outside the body. An appointee from the body of the Senate will retain all privileges of a Senator, while an appointee from outside the body will have no voice or voting rights. It will be the responsibility of the parliamentarian to keep the Senate acting within the Standing Rules of the Senate and to interpret other issues by using Robert’s Rules of Order.
20. Any items remaining on the Agenda in the last meeting of the Spring will automatically be carried over to the Fall Agenda.
21. The Senate Agenda Committee will be empowered to act for the Senate during the summer on emergency items, pending acceptance by the Senate in the fall.
22. Timetables proposed by the Senate Agenda Committee will be subject to subsequent acceptance by the University Senate at their next meeting.
23. The Senate, the Agenda Committee and the Governance and Elections Committee may conduct official business electronically. This includes, but is not limited to, e-mail, electronic postings, websites, voting and meetings. However, the membership of the aforementioned groups must first develop policies and procedures for electronic voting and meetings within each group.

8/29/13

University Governance Schedule of Meetings 2020-2021

August 2020

- 17 **Senate Agenda Committee**
- 27 Governance & Elections

September 2020

- 3 Faculty Council
- 10 Professional Personnel Council
- 17 University Senate
- 21 **Senate Agenda Committee**

October 2020

- 1 Governance & Elections
- 1 University Senate
- 8 Faculty Council
- 15 Professional Personnel Council
- 19 **Senate Agenda Committee**
- 29 Governance & Elections
- 29 University Senate

November 2020

- 5 Faculty Council
- 12 Professional Personnel Council
- 16 **Senate Agenda Committee**

December 2020

- 3 University Senate

January 2021

- 11 **Senate Agenda Committee**
- 21 Governance & Elections
- 21 University Senate
- 28 Faculty Council

February 2021

- 4 Governance & Elections
- 4 Professional Personnel Council
- 15 **Senate Agenda Committee**
- 18 Faculty Council
- 25 University Senate

March 2021

- 4 Professional Personnel Council
- 15 **Senate Agenda Committee**
- 18 Governance & Elections**
- 18 Faculty Council
- 25 University Senate

April 2021

- 1 Professional Personnel Council
- 8 Governance & Elections**
- 12 **Senate Agenda Committee**
- 15 Faculty Council
- 22 University Senate

University Senate, Faculty Council, and Professional Personnel Council meetings will take place @ 4:00 PM in LB 125. (until further notice all meetings are by WebEx/Zoom)

Senate Agenda Committee meetings will take place @ 2:00 PM in LB 104 (WebEx/Zoom)

Governance and Elections Committee meetings will take place @ 8:10 AM in BL 301 (WebEx/Zoom)

**Optional meeting, depending upon the status of the Senate Executive slate.

Issues in the Senate System, 2020-21 (08.26.20)

FACULTY COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											
Core Curriculum Revision	To FC Tabled to FC Sent to UCC	03.21.19 04.18.19		[Cross-hatched area]										
GEC- Taught/with 101.4 FPPH changes	To SAC To FC (tabled) FC	08.19.19 09.05.19 10.10.19												
B. Frankel- Motion	To GEC & FC? SAC FC Tabled	11.07.19 03.16.19 03.19.20		[Cross-hatched area]										
PROFESSIONAL PERSONNEL COUNCIL										10%	20%	30%	40%	50%
Issues	Committee	Start	End											
STUDENT GOVERNMENT ASSOCIATION				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											
Board of Trustee Membership Ad hoc	Senate SAC Senate SAC Senate	08.29.19 09.23.19 10.03.19 03.16.20 03.26.20		[Cross-hatched area]										
UEC- BA/BS Program Distinctions	SAC To UEC	01.06.20												
UEC-Credit for Prior Learning	SAC To UEC	08.17.20		[Cross-hatched area]										
GOVERNANCE & ELECTIONS				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	
Issues	Committee	Start	End											

University Senate 2020-21

(48 Members)

Chairperson: Tarek Mahfouz	Voting Ex officio: Geoffrey Mearns, President
Vice Chairperson: TBD	Voting Ex officio: Susana Rivera-Mills
Secretary: TBD	Voting Ex officio: Jon Truitt (FC)
Parliamentarian: (Non-voting)	Voting Ex officio: Sam Snideman (PPC)
Undersecretary: Bethany Allen (Non-voting)	Voting Ex officio: SGA- Connor Sanburn
Voting Academic Dean: Maureen McCarty (TBD)	/Dylan Lewandowski

Faculty (by Department within Colleges): (21)

Matt Wilson	2021	Architecture	CAP	Department
Robert C. Baas	2023	Landscape Architecture	CAP	Department
Tarek Mahfouz	2021	Construction Management	CAP	Department
Carrie Shue	2023	Communication Studies	CCIM	Department
Natalee Seely	2022	Journalism	CCIM	Department
Susan J. Smith	2022	Telecommunications	CCIM	Department
Mary Carter	2023	School of Art	CFA	Department
Nathan Bogert	2022	School of Music	CFA	Department
Kerry Chipman	2021	Theatre and Dance	CFA	Department
Constance (Connie) McIntosh	2021	School of Nursing	COH	Department
Jean Marie Place	2022	Health Science, Nutrition & Dietetics	COH	Department
Larry Gerstein	2023	Counseling Psychology, Soc. Psy, & Couns.	COH	Department
Jesse Tye	TBD	Chemistry	CSH	Department
Vanessa Rapatz	TBD	English	CSH	Department
Darren Wheeler	TBD	Political Science	CSH	Department
Cecil Bohanon	2023	Economics	MCOB	Department
Kesha Coker	2022	Marketing	MCOB	Department
Sangwon Lee	2021	Management	MCOB	Department
Angela Stefanski	2022	Elementary Education	TC	Department
Susan Wilczynski	2021	Special Education	TC	Department
Judith Sponseller	2023	Burriss Laboratory School	TC	Department

Contract Faculty: (2)

TBD	2023			Full-Time Contract Faculty
Kimberly Hennessee	2021	Sociology		Full-Time Contract Faculty

Professional Personnel: (10)

James Shimkus	2021	University Libraries (Academic Affairs)	Area
Julie Hopwood	2021	Business & Auxiliary Services (Business Affairs)	Area
Mark Watters	2021	Director of Enterprise Project (Information Technology)	Area
Steve Fulton	2023	Foundation Development (Foundation)	Area
Matt Kovach	2021	Housing & Residence Life (Student Affairs)	Area
Kari Gayes	2023	Client Services (Marketing & Communications)	Area
Maralee Clayton	2021	Admissions (Enrollment & Management)	Area
Marsha McGriff	2021	Inclusive Excellence (Gen. Council, Chief Strategy, Gov't Rel.)	Area

Stephanie Martin	2021	Assistant Athletics Director (Athletics)	Area
TBD by Professional Personnel Council	2023	TBD	Area

Honors College Representative: Obed Frausto (2021)

President, Student Government Association: Connor Sanburn

President, Student Senate (SGA Vice): Jordyn Blythe

President Pro Tempore Student Senate: Dylan Lewandowski

Undergraduate Students (6): Chase Braden (2020), Dylan Lewandowski (2020), Ruby Yantz (2020), Justin Plowdrey (2020), Eli Lucas (2020)

Graduate Student (1): VACANT (2020)