

MINUTES OF THE FIRST MEETING OF THE 2021-22 UNIVERSITY SENATE
August 26, 2021

Members Present: 34

Members Absent: 5

1. The meeting was called to order by the 2020-21 Chair of the University Senate, Tarek Mahfouz, at 4:00 p.m.

Substitutions were asked to email Bethany Allen for record keeping purposes.

Members Present: R. Aceska, V. Birk, N. Bogart, A. Bowen, M. Carter, K. Chipman, K. Coker, O. Frausto, D. Friesner, S. Fulton, M. Gillilan, R. Hassenzahl, C. Haynes, K. Hennessee, S. Lee, T. Nguyen, D. Odom, G. Mearns, J. Place, N. Prater, S. Rivera-Mills, N. Seely, C. Shue, S. Smith, S. Snideman, J. Sponseller, A. Stefanski, L. Taylor, M. Tschopp, P. Turner, J. Tye, D. Wheeler

Substitutes: J. Snider for V. Rapatz

Members Absent: C. Bohanon, C. Braden, J. Emert, K. Gayes, L. Gerstein

Guests: T. Mahfouz, J. Truitt, J. Buckrop, A. McLachlan, K. McBride, K. McCauliff

A motion was made and seconded to approve the minutes of April 22, 2021.

No nays noted. No abstentions noted.

Motion carried.

2. Announcements

- A. Next Scheduled Meetings- The dates were reviewed.

University Senate – Thursday, September 30, 2021, 4:00 p.m., WebEx/Zoom

Senate Agenda Committee – Monday, September 20, 2021, 2:00 p.m., WebEx/Zoom

- B. 2021-2022 University Governance Schedule of Meetings (Enclosure #1)- The dates were reviewed.

- C. Approval of Senate Actions- 2020-2021

Does not require Board of Trustees Approval:

1. Credit Overlap Policy
2. Dissolution of Parking Subcommittee
3. Non-Tenure-Line Promotion Policy Addendum- Multi- Year
4. 2021-2022 Student Code Revisions
5. Reduction of Core Curriculum Credit Hours from thirty-six (36) to thirty (30)
6. University Promotion and Tenure Editorial Changes
7. University Promotion and Tenure- Joint Appointment Statement
8. Special Assigned Leave- Quality Assurance Proposal
9. Special Assigned Leave- Appeal Process Proposal
10. Teaching Evaluation Committee- Ex officio Membership Proposal
11. Faculty Salary & Benefit Committee/Professional Personnel Salary & Benefit Committee Joint Proposal
12. Core Curriculum Subcommittee Structure Proposal
13. Faculty and Professional Personnel Handbook Language- Unit Electorate Votes
14. Academic Technology Committee- Membership Proposal
15. Veterans' Affairs Legislation Statement

Does require Board of Trustees Approval:

1. Conflict of Interest/Conflict of Commitment Policy

- D. President Mearns, Provost Rivera-Mills and the Ball State University Board of Trustees have revised section 13.1.3. of the Policy for the Reorganization or Renaming of Academic Units in the 2021-22 Faculty and Professional Personnel Handbook.

Current

13.POLICY FOR THE REORGANIZATION OF ACADEMIC UNITS

13.1.3. If the proposed reorganization only involves units within a college, the final decision regarding reorganization will rest with the Provost and Executive Vice President for Academic Affairs. The reorganization will be announced at the next regularly scheduled University Senate meeting that achieves a quorum. (FPPH, 2021)

Revised

13. POLICY FOR THE REORGANIZATION OR RENAMING OF ACADEMIC UNITS

13.1.3. If the proposed reorganization or departmental/academic unit name change only involves units within a college, the final decision regarding reorganization will rest with the Provost and Executive Vice President for Academic Affairs. The reorganization or name change will be announced at the next regularly scheduled University Senate meeting that achieves a quorum. (FPPH, 2021)

3. Recognition of Deaths

Dr. Frank (Fritz) J. Dolak
Copyright & Intellectual Property Manager Emeritus
Retired 2017
37 years of service

Dr. Steve Horwitz
Distinguished Professor of Free Enterprise and Director of
the Institute for the Study of Political Economy
Department of Economics
Years of Service 2016-2021 (5 years)

Dr. Joseph D. Brown
Professor Emeritus of Marketing
Retired 2006
38 years of service

Dr. Michael Brown
Chair and Professor of Criminal Justice and Criminology
Years of Service 1993-2021 (28 years)

Dr. George Mundrake
Associate Professor Emeritus of Information Systems & Operations Management
Retired 2013
26 years of service

Mr. Dennis Swartz
Federal Regulations Analyst & Account Specialist
Student Financial Services & Systems
33 years of service

Dr. Anthony (Tony) Edmonds
George and Frances Ball Distinguished Professor Emeritus of History
Retired 2013
44 years of service

4. Questions Directed to President Mearns

President Mearns began by expressing his appreciation to everyone for their continued commitment to our students. There is a heightened sense of a range of emotions, from excitement, enthusiasm to uncertainty and anxiety. President Mearns thanked Tarek Mahfouz for his support and guidance to university governance and commented on the successful productivity of the last couple of years. The enrollment for the current academic year is the smallest it has been in quite some time. This freshman class is very prepared and diverse. There are three major factors for the smaller enrollment figures. First is there is a declining number of college-going high school graduates from Indiana. Prior to the pandemic, the college bound student figures had dropped 5% points in Indiana. Secondly, competition with other colleges has become more challenging. Because of their drop in international students due to the pandemic, they have enrolled more Indiana students than they have in the past. Thirdly, those universities have also implemented standardized testing optional as well. The administration will be meeting with the academic units soon to present a plan to increase numbers and get feedback. Undergraduate student transfer figures remained flat and unchanged. The Provost will also be working with the Deans of each college. From a budget perspective, everything appears to be doing well and we are not anticipating any necessary budget cuts currently. The Vice President of Marketing and Communications Kathy Wolf has resigned. We are very grateful for her five years of service. Sue Hodges Moore will act as Vice President of Marketing and

Communications until an interim Vice President can be established. The Provost will begin a formal search for a long-term replacement very soon.

After discussion the following questions or concerns were discussed:

- Will the university be requiring vaccines? Not currently. Presently the numbers of students, staff, faculty and professional personnel vaccinations are on the higher end. Our campus continues to remain safe by continuing to follow protocols. The biggest risks are found outside of our campus in the community.
- What are the figures for the decline in student enrollment? In 2019, 59 percent of high school graduates in Indiana went on to some form of higher learning (a two- or four-year degree, or a shorter-term credential). This is a drop from 61 percent in 2018. Indiana's college-going rate has been steadily declining since 2015 (65 percent), but this is the largest drop year-to-year. This information can be found in the following Indiana College Readiness Report provided by the Indiana Commission for Higher Education.
https://www.in.gov/che/files/2021_College_Readiness_Report_04_21_2021a.pdf

5. Committee Reports

- A. Governance and Elections Committee – Suzy Smith- There is no new information to report.
- B. Faculty Council – Jon Truitt- Jon referenced the Faculty Council minutes enclosed in today's agenda for all of the work the council recently reviewed and approved.
- C. Professional Personnel Council – Sam Snideman- There is no new information to report.
- D. Student Government Association – Tina Nguyen/Davis Odom -Tina Nguyen stated the association plans to begin working on their slate objectives October 1, 2021. Davis Odom reports that new applications for student Senators are coming in and being reviewed. Their first meeting is set for Wednesday September 1, 2021. Tarek Mahfouz thanked the members for their efforts and welcomed them to University Senate.

6. Report by Chairperson of Senate – Tarek Mahfouz – Gannt chart (Enclosure #2) - Issues in the Senate System

Tarek Mahfouz explained that the GANNT Chart listing has not been this short in a long time. The items listed remain with the committees that they originated for further review and work.

- A. Undergraduate Education Committee- BA/BS distinctions
- B. Undergraduate Education Committee-Prior Learning credits
- C. Academic Freedom & Ethics Committee- Ombudsperson- An Ad hoc committee will be formed for further work.

7. Question and Answer Period: There were no additional questions currently.

8. New Business:

- A. Syllabi of Courses-Section 99 of our Faculty and Professional Personnel Handbook
Tarek Mahfouz provided background information regarding the current language in the handbook on Syllabi. He displayed the language on the screen. The new language will better align with the self-service banner in the current system.

Final Language to be adopted

99. SYLLABI OF COURSES23

99.1. A primary syllabus for each course taught in each department should be on file. (The primary syllabus is not an individual course syllabus but can be used by faculty to develop individual course syllabus.) The primary syllabus is a course guide and should include a general, rather than a specific, description of the following constructs:

- 99.1.1. Course description
- 99.1.2. Course objectives
- 99.1.3. Course rationale
- 99.1.4. Course content, format, and bibliography

99.2. All course primary syllabi should be on file with the appropriate college dean. The primary syllabus for any university core curriculum course should be on file with the Office of University Core Curriculum and Academic Programs.

A motion is made and seconded to adopt the new language provided and update it in the Faculty and Professional Personnel Handbook.

No nays noted. No abstentions noted.

Motion carried.

9. Unfinished Business:

Tarek Mahfouz thanked everyone for their participation in University Senate. He provided a brief summary of the expectations for the Chair and Vice Chair positions for University Senate. He asked for any nominations for the Chair position.

Charles Haynes nominated Mike Gillilan. Mike Gillilan responded by declining the nomination at this time.

Cindy Cash nominated Kesha Coker. Kesha Coker responded by accepting the nomination.

Tarek Mahfouz asked for any other nominations. Hearing none, a motion was made and seconded to close nominations.

By acclimation, Kesha Coker will be the 2021-22 Chair of University Senate.

At this time Kesha Coker completed the remaining elections.

Kesha Coker asked for any nominations for the Vice Chair position.

Jon Truitt nominated Nathan Bogart. Nathan Bogart responded by accepting the nomination.

Kesha Coker asked for any other nominations. Hearing none, a motion was made and seconded to close nominations.

By acclimation, Nathan Bogart will be the 2021-22 Vice Chair of University Senate.

Kesha Coker asked for any nominations for the Secretary position.

Suzy Smith nominated Natalee Seely. Natalee Seely responded by accepting the nomination.

Kesha Coker asked for any other nominations. Hearing none, a motion was made and seconded to close nominations.

By acclimation, Natalee Seely will be the 2021-22 Secretary of University Senate.

Kesha Coker asked for any nominations for the two positions on the Senate Agenda Committee.

Roza Aceska nominated Obed Frausto. Obed Frausto responded by accepting the nomination.

Kesha Coker asked for any other nominations. Hearing none, a motion was made and seconded to close nominations.

By acclimation, Obed Frausto will serve on the Senate Agenda Committee with term expiring 2023.

Suzy Smith self-nominated to serve another term on the Senate Agenda Committee.

Kesha Coker asked for any other nominations. Hearing none, a motion was made and seconded to close nominations.

By acclimation, Suzy Smith will serve on the Senate Agenda Committee with term expiring 2022.

A. Elections for 2021-2022 Executive members:

1. University Senate Officers :

a. Chair: Kesha Coker

b. Vice Chair: Nathan Bogart (Nominee also serves as Chair of G&E)

c. Secretary: Natalee Seely

2. Senate Agenda Committee: Nominations: Must be from University Senate

a. Alan Yen (term expired 2021): Obed Frausto (2023)

b. Suzy Smith (term expired 2021): Suzy Smith (2022)

10. Other Items:

Tarek Mahfouz thanked everyone for their service. The leadership team was wonderful to work with these past years.

11. Adjournment:

A motion was made and seconded to adjourn at 4:54 p.m.

No nays noted. No abstentions noted.

Motion carried

Respectfully Submitted,

Natalee Seely, Secretary