



UNIVERSITY SENATE

Meeting #6

Thursday, March 23rd, 2023
4:00PM
Letterman Building, Room LB 125

AGENDA

Approval of the University Senate Minutes of February 23rd, 2023

I. Announcements

A. Next Scheduled Meetings

University Senate – Thursday, April 20th, 2023, 4:00 p.m., LB125
Senate Agenda Committee – Monday, April 10th, 2023, 2:00 p.m., BC200

B. Updates to the Code of Student Rights and Responsibilities and Sexual Harassment and Misconduct Policy- Passed by Students Rights, Ethics and Standards Committee as well as the Student Government Association (Full Documents attached to email; Summaries are below with links)

- a. **Code Draft for 2023-24:** The changes are highlighted and either underlined or struck through. These changes were implemented on an interim basis for 2022-23; you are asked to approve these changes to go into permanent effect for the 2023-2024 year. You'll see changes in the document header and on the following pages: 4, 25, 26, and 29. The changes are minor and will only take you a few minutes to review. [Code DRAFT for 2023-2024.docx](#)
- b. **Sexual Harassment and Misconduct Policy for 2023-2024:** The changes are highlighted and either underlined or struck through. Similar to the Code above, these changes were implemented on an interim basis for 2022-23; you are asked to approve these changes to go into permanent effect for the 2023-2024 year. You'll see changes on the following pages: 1, 3, 4, 5, 8, 10, 13, 14, 15-19, 21, 26-28. The changes are minor. Most have to do with changed titles and/or office names. The proposed changes should only take a few minutes to review. [Sexual Harassment and Misconduct Policy for 2023-2024.docx](#)

C. University Promotion and Tenure Document (Documents attached to email)

II. Recognition of Deaths

Dr. Roger D. Humm
Professor Emeritus of Psychological Sciences
Retired 1999
32 Years of Service

Dr. James E. Hendricks
Chairperson Emeritus of Criminal Justice and Criminology and Professor Emeritus of Criminal Justice and Criminology

Retired 2013
32 Years of Service

Carl H. Keener
Professor Emeritus of Social Studies Education, Burris Laboratory School
Retired 1987
35 Years of Service

Dr. Arthur Stephen Higgins
Professor Emeritus of Higher Education
Retired 1995
20 Years of Service

Mr. Robert Walker
Associate Professor Emeritus of Accounting
Retired 1997
31 Years of Service

III. Questions Directed to President Mearns

IV. Committee Reports

- A. Governance and Elections Committee – Linda Taylor, Chairperson
- B. Faculty Council – Chris Van Hof, Chairperson
- C. Professional Personnel Council – Mike Gillilan, Chairperson
- D. Student Government Association- Tina Nguyen/Monet Lindstrand

V. Report by Chairperson of Senate – Nathan Bogert– GANTT chart (Enclosure #1 - Issues in the Senate System)

VI. Question and Answer Period

VII. Unfinished Business

VIII. New Business

- A. Library Committee Item- (Enclosure #2)

IX. Other Items

X. Adjournment

MINUTES OF THE FIFTH MEETING OF THE 2022-2023 UNIVERSITY SENATE
February 23rd, 2023

Members Present: 34
Members Absent: 7

1. The meeting was called to order by the 2022-2023 Chair of the University Senate, Nathan Bogert, at 4:03 p.m.

Substitutions were noted.

Members Present: T. Berg, N. Bogert, C. Bohanon, A. Bowen, C. Cash, K. Chipman, S. Chung, J. Coggeshall, M. Gillilan, J. Glesing, R. Hassenzahl, C. Haynes, E. Jones, F. Kailota, K. Koch, W. Koslicki, S. Lee, M. Lindstrand, G. Mearns, M. Prater, N. Prater, C. Shue, L. Taylor, S. Tao, M. Tschopp, C. Webster, R. Wert, M. Wilson

Substitutes: E. Green for H. Dickin, E. Zurzolo for S. Fulton, M. Tschopp for L. Gerstein, G. Birk for C. Grellier, J. Gassensmith for T. Nguyen, W. Zhang for P. Turner

Members Absent: C. Dailey, A. Hildner, B. Large, S. Rivera-Mills, S. Shore-Beck, C. Van Hof, D. Wheeler

Guests: K. McCauliff

A motion was made (Lindstrand) and seconded (Taylor) to approve the minutes of January 19th, 2023.
No nays noted. No abstentions noted.

Motion carried.

I. Announcements

A. Next Scheduled Meetings

University Senate – Thursday, March 23rd, 2023 4:00 p.m., LB125

Senate Agenda Committee – Monday, March 13th, 2023 2:00 p.m., BC200

Elections will be happening at the April 20th meeting, so please be aware and make sure you're here for those.

II. Questions Directed to President Mearns

Update on the state budget; encouraged by progress in General Assembly. House Ways and Means has recently approved its budget proposal, expects the House will approve it in full soon. Two major components of the proposal, the first of which is that the committee has approved the capital request to fund modernizing and renovation of classrooms in a few buildings across campus. The second component is the operating appropriation. House committee has approved a 4% increase for the next year, with a 6% increase in the year following. This will translate to a bump of about 2.7 million dollars, with an expected 5.4 million dollar increase the year following. Hopeful that the Senate may increase that to 6% in fiscal 2024 and 8% in fiscal year 2025. That would double both of the increases in terms of dollars. Will not know the final outcome until April.

Second item, enrollment is expected to increase by 2-3% compared to last year. Deposits are running about 8% higher, and hopeful that we'll be able to exceed the budget assumption. Seeing positive results in all dimensions, international, graduate and otherwise. More immediately, there appears to be an increase in retention rates. So far, it has returned to pre-pandemic numbers, and Ball State has enrolled 150 more students in the spring semester than expected.

III. Committee Reports

- a. Governance and Elections Committee – Linda Taylor, Chairperson
 - i. Proposal for the department of Women's Gender and African-American studies. Started conversations about a Graduate Student Association. Will be addressing the problem of institutional knowledge and committee terms. Don't want to lose all of the committee's expertise at one time. Dean Beckman would like to make some adaptations to the Events programming committee and that will be addressed in due course.
- b. Faculty Council – Chris Van Hof, Chairperson
 - i. Faculty Council passed updated language for Non-Tenure Line Members
- c. Professional Personnel Council – Mike Gillilan, Chairperson
 - i. Did not meet in February, guest at next meeting will be Darrell Clark, as well as doing a survey to properly assess the future of PPC.
- d. Student Government Association- Tina Nguyen, President
 - i. SGA elections were recently concluded, Joseph Gassensmith will be the new President and Monet Lindstrand will continue as VP.

IV. Question & Answer

V. New Business

- A. Department of Women's, Gender and African American Studies proposal- (Enclosure #2)

Vote was held with affiliate faculty, and passed unanimously 27-0. This is an announcement, and will not need to be voted on by Senate. It will now go to the Provost's office.

VI. Other Items

A. Presentation from Darrell Clark

Recently joined the university, currently engaged in learning how the university operates, and will begin to figure out what needs to be adapted and how to add value as possible.

Chair wants to emphasize the newly renamed department will be actively engaged with the governance system and attend meetings to help make the department approachable and useful. Darrell also wants to make clear he's got an open-door policy and that he will put any good ideas to good use.

B. Discussion about Resources to help Senators

Berg wishes to talk about contract faculty, perhaps there are ways to encourage those who aren't on the tenure-track, how could that be incentivized? The Honors College, as an example, only has one tenure-track faculty, which can make it difficult to populate governance committees.

Chair wishes to point out that the language that Faculty Council just passed will help to address this, but we're open to ideas.

Webster wants to see if there are possible incentives, particularly financial ones, to improve engagement. Chair responds that tenure-track faculty have often been told service is a great addition to a resume.

Provost has approved sending a campus-wide email with the minutes and a brief description of the meeting, that will begin after this meeting.

FAQ is being prepared for governance website, please reach out to jgonieal@bsu.edu if you have anything you think would be helpful to add.

VII. Adjournment

Motion made by Gillilan, Berg seconded

Motion carried unanimously

Respectfully Submitted,

Kourtland Koch, Secretary

Members Present: T. Berg, M. Gillilan, K. Koch, L. Taylor, C. Van Hof, D. Wheeler

Members Absent: N. Bogert, R. Wert

Substitutes: J. Buckrop for S. Rivera-Mills

Guests:

Approval of the Senate Agenda Committee Minutes of February 13th, 2023

Motion Gillilan , Second Van Hof passed unanimously

I. Announcements

II. Recognition of Deaths

There are no deaths to be recognized at this time.

III. Questions Directed to President Mearns

IV. Committee Reports/Updates

- A. Governance and Elections Committee – Linda Taylor, Chairperson
 - a. Has not met since last SAC meeting. Will meet on 3/16.
- B. Faculty Council – Chris Van Hof, Chairperson
 - a. Approved NTL language change, Term Adjustments had an online vote which passed almost unanimously. Employee Relations department gave a presentation that was very productive. With the change in the Provost's office, things with the core curriculum task force could get out of whack, but that will be brought up with the interim Provost ASAP.
- C. Professional Personnel Council – Mike Gillilan, Chairperson
 - a. Term Adjustment problem was also discovered in PPC, an online vote is being conducted to approve those changes. Elections will need to be held in May because of the late timing of Elections. This will likely be done via a Qualtrics vote. A survey was presented to PPC members about PPC, their roles within it and what needs to change. The two main takeaways are a need to market better to PPC employees what PPC can do for them, and better orientation for PPC members.
- D. Student Government Association- Tina Nguyen/Monet Lindstrand
 - a. No member present.

V. Report by Chairperson of Senate – Nathan Bogert

VI. Question and Answer Period

VII. Unfinished Business

There is no unfinished business at this time.

VIII. New Business

- A. Library Committee Item- Changing Membership rules
 - i. Library committee language in handbook specifies that the chair and secretary must be faculty members. It has been difficult to find two members of faculty to fill these roles, so

the committee is requesting a change to allow the secretary to be elected from the membership of the committee. The chair will continue to be a member of faculty.

- ii. Gillilan has a comment, not necessarily a question. Says this ties in with his concerns about ex-officios and their involvement in the governance committees they are responsible for. Asks whether the Library can be providing the necessary support to make this task a lot less arduous. Buckrop responds that yes, the Library is already doing this, but the problem still exists.

Motion to add to Senate agenda by Buckrop, seconded by Berg. Passed unanimously

B. Reminder about the final meetings of the semester for governance leaders

- i. Meetings need to be quick, and the old body needs to move to the back of the room so that the new body can convene and elect leadership.

C. Governance Calendar

- i. Motion to add to G&E agenda passed unanimously

IX. Other Items

A. Approve agenda and vote to convene Senate on March 23rd, 2023.

Buckrop moves, Koch seconds, motion approved

X. Adjournment

/jo

Issues in the Senate System, 2022-2023 (3.17.23)

FACULTY COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
Issues	Committee	Start	End										
TEC revisions proposals	FC To SAC	04.14.22 08.15.22											
UCC- Reduction of Core Curriculum Hours-Reversal	FC Senate Sent to Admin. SAC To FC	10.07.21 04.21.22 06.20.22 08.15.22 09.01.22											
PROFESSIONAL PERSONNEL COUNCIL				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
Issues	Committee	Start	End										
Crosswalk Safety	To Public Safety	02.17.22											
Payroll/benefits Questions	To PPS&B	02.17.22											
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										
AF&E Ombudsperson Proposal	SAC FC Ad hoc	04.12.21 04.15.21											
UP&T Revisions	SAC To FC To SAC To FC To Senate	03.14.22 04.14.22 08.15.22 3.16.23											
RCGA	SAC To FC To SAC	04.11.22 04.14.22 08.15.22											
GOVERNANCE & ELECTIONS				10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
Issues	Committee	Start	End										

Faculty Council Term Limits	G&E	3.16.23								
Governance Calendar	G&E	3.16.23								

TO: Senate Agenda
FR: Dr. Ben Bascom, Chair Library Committee; Matthew Shaw, Dean University Libraries
RE: Library Committee Leadership restrictions
DATE: March 2, 2023

The *Faculty and Professional Personnel Handbook* restricts the position of chairperson and secretary to faculty members for the Library committee (9.5.1.4.2). In order to allow for greater flexibility of service among all members of the committee and to not unduly burden faculty who may already be serving on other committees, including in leadership roles, we recommend changing the *FPPH* to read:

9.5.1.4.2.1 To elect a Chairperson from its appointed faculty membership and a Secretary from its membership by majority vote for one-year terms.

Members Present: S. Abebe, C. Bohanon, J. Court, J. Erikson, J. Forbey, M. Gillilan, D. Hua, E. Green, K. Heuett, T. Ho, J. Huff, F. Jin, R. Jones, F. Kitchens, R. Kraus, A. Kuban, A. Latz, M. Lee, L. Li, J. Lorch, C. Luchs, C. Malone, M. Marvel, J. Mayer, K. Mesarosh, P. Nagelkirk, M. Nishikawa, T. Nguyen, D. Roof, R. Smith, M. Stuve, M. Subir, K. Trainor, C. Van Hof, S. Vitale, B. Wagner, J. Ward, J. Warrner, A. Yen

Substitutes: S. Dueker for B. Dale, B. Truitt for D. Little

Members Absent: R. Baas, Y. Chan, C. Dowling, P. Harwood, C. Hitchens, M. Lorsung, A. Marri, S. Mickelson, J. Walls, J. West, M. Zhang

Guests: K. McCauliff, S. Rivera-Mills

The Chairperson of the 2022-23 Faculty Council, Chris Van Hof, called the meeting to order at 4:00 p.m. Roll call was taken by signing the roster.

A motion was made and seconded to approve the minutes of January 26th, 2023.

No nays noted. No abstentions noted.

The motion carried.

I. Announcements

A. Next scheduled meetings

- Faculty Council March 16th, 2023, 4:00 p.m., Letterman Building, Rm. LB125
- Items for next agenda to be received by Senate Office no later than Friday, March 10th, 2023, for electronic review by Faculty Council agenda committee

B. Items currently in committees- GANTT Chart (Enclosure #1)

C. Chairman's Report

- a. Core Curriculum: by the end of this school year, there will be a task force formed, Faculty Council will be providing nominations to this committee, with a focus on colleagues whose departments are particularly affected by changes. Over the summer, literature review and other best practices research will be handled. AACNU training may be a part of the program as well, with business beginning in earnest in the fall.
- b. Ombudsperson ad hoc update: On hold until after this meeting, will be put back in gear after today's presentation.

c. Faculty Council Term Issue: Electronic vote will be held to approve the plan. 13 of the terms that expire at the end of this semester will be modified to become 2-year terms on a temporary basis, with 2 of the terms that expire in the spring of 2024 becoming one-year terms to get the terms properly staggered, with 16 expiring in 2023, 17 expiring in 2024 and 16 expiring in 2025.

II. Unfinished Business

A. NTL Language Change

Language in red has already been approved, the blue language is what is up for debate at this juncture.

Roof motion, Lorsung second

Vitale asks that the NTL speak to the choice of the word significant, in opinion that word is subjective and could lead to confusion. Truitt responds that this is from the Provost, and that reasonable people will behave reasonably without abusing this language.

Bohanon says that without the word significant, even minor responsibilities might require additional negotiated compensation. Truitt responds that this is from the Provost, so she can't really speak to that in fairness to the proposal.

Vitale points out that the language could be abused if an unreasonable person is involved, and that the language should be designed to be unreasonable people proof. Truitt responds that the Provost left it up to the committee whether the "will" or "may" was chosen, and that legally the definition of each isn't substantially different. The intention of this is not to make sure that all additional responsibilities are negotiated and properly compensated, but that specific and large responsibilities are.

Vitale says that as the composition of the university changes to include more non-tenure faculty, we ought to be thinking ahead of time to create language to protect our colleagues in the future. Truitt responds that the goal is to find a happy medium between protecting the university and non-tenure faculty. Perhaps the problem with the perceived ambiguity of this language is more of a culture problem than a language problem

Luchs says that he was concerned about the subjective nature of the language, because certain chairs could believe the "benefit" received would be a renewal of contract, which is not the intention of the language. Truitt responds that there were previously no protections, and that this language will introduce protections for the first time.

Mesarosh asks who will determine what the definition of significant in this context. Chair adds that there are department P&T documents that already establish what things are valued by individual departments. Also wants to point out that with HR, there are avenues to go down if there are unreasonable people involved.

Truitt wishes to stress that what is most important is that there will be a conversation here where there previously wasn't.

Nagelkirk moves to call the question, Bohanon seconds. Motion passes unanimously.

Ayes have it on a voice vote to pass this motion.

III. New Business

IV. Question and Answer Period

V. Other Items

A. Presentation from Melissa Rubrecht, Darrell Clark and Robert Crouch

Employee relations office are here for everyone. Everyone on campus is an employee, and the goal is to provide resources and help mediate any conflicts. In the past, departments have maybe tried to discourage people to reach out to ER, and to instead keep things in house. It will not reflect poorly on departments if something reaches ER, it's just a way to solve problems. Problems of all kinds can be solved.

Strategies start on the lowest level, ER can help to practice how to have a difficult conversation, or to check in on policies that may or may not be in place. One resource is the employee assistance program, which provides access to 4 free counseling sessions to deal with difficult personal issues. The overall goal is to support positive relationships, and create a fair and equitable campus culture. Wants to re-iterate, do not be afraid to reach out! ER is here to support everyone on campus.

Darrell Clark is here as well, wants to add that HR has an obligation as an employer to resolve issues. If things aren't solved in house, the typical recourse is a legal one, and it's very difficult to pursue a legal issue without having previously contacted HR. Cannot promise an outcome, but there is a duty to resolve the matter.

Chair wishes to ask a question in relations to ombudsman proposal, says there is a concern that faculty issues could be solved on a campus wide level. Rubrecht responds that the authority to be involved was granted in 2016, so these things have already been in the works and have demonstrated that it's possible. There are plenty of people in the office who are trained in conflict resolution if there are issues.

Erickson wants to thank the speaker and advocate for people taking advantage of the resources available to us as employees. Wants to clarify that the ombudsperson role would exist to provide faculty specific insight in employee relations. This is not about subtracting from ER, but expanding what is possible.

A note on confidentiality, there are a few processes where there are firm, legal rules, but in cases where that's not in play, the ER office will follow your lead on how much confidentiality you're looking for.

Chair thanks the speaker and wants to make sure that Faculty Council representatives share this with their constituents because the ER office can be of great use to people in departments across campus.

Carolyn Malone wishes to make an announcement that if you're wanting to submit proposals to UCC, you're encouraged to speak to your college representative to help expedite the process and get any assistance you may need.

VI. Adjournment

A motion was made and seconded to adjourn the meeting.

No nays noted. No abstentions noted.

The motion carried.

Attendance sheet was lost after this meeting, no attendance will be recorded for this meeting

The Chairperson of the 2022-2023 Council, Mike Gillilan, called the meeting to order at 4:04 p.m.
Roll call was taken by signing the roster. Quorum was met.

Approval of the minutes from November 10th, 2022 was entertained.
A motion was made (Haynes) and seconded (Turner) to approve the minutes.

Motion Approved Unanimously

1. Announcements
 - A. Next meeting: Professional Personnel Council: March 6th 2023, 4:00 p.m., Rm. LB125
2. Committee Reports
 - a. Admissions and Credits
 - i. Has not met since last PPC meeting
 - b. Global Engagement
 - i. No representative present
 - c. Master Planning & Facilities
 - i. Has not met since last meeting
 - d. Professional Personnel Technology
 - i. No representative present
 - e. Professional Personnel Salary and Benefits
 - i. Almost all salary documents are in from various areas, trying to compile a list of benefits or suggestions of benefits for professional staff. Reach out to Amy Brandon at abandon2@bsu.edu
 - f. Research
 - i. No representative present
3. Unfinished Business-
4. New Business
 - A. Recomposing PPC terms to re-balance staggering

At the last Faculty Council meeting, it was discovered that faculty council terms were way out of balance. Roughly a third of the council should have terms expiring this year, it's closer to 60%. This will be handled by slightly changing the terms of membership so that it will get re-balanced. There is a similar problem with PPC terms. It is less drastic, but the goal is to bring things back into balance. That option will be presented by the Executive council of PPC for a remote vote.

5. Items in Committees- Gantt Chart (Enclosure #1)

Professional Personnel Salary and Benefits item is closer to 40% of the way done (optimistically)

6. Question and Answer Period

A. Guest: Darrell Clark, New Associate VP for People and Culture

Goal is to be more strategic in new role, improving processes, technologies and systems to improve livelihood and culture around the institution. Looking at some improvements that can be made rather easily. Employee recognitions can be done in a different way, expanding beyond the current recognitions at 15 years of service. Feels that Ball State does a phenomenal job of benefits, the goal is to make sure that employees know what they have.

Prater asks a question about the title of his position, does this show a change in the way the University is looking at HR. The title is intentional, and the goal is to invest in the people and improve the culture. You have to establish the culture, and then maintain it once established. Want to make sure that effort is spent on taking care of people.

Turner asks what is your professional experience that led you here? You need to have a little bit of experience in the nuts and bolts of HR work, but it's also important to have a vision of where things should lead.

Brandon asks who the team is that helps in HR. Two members are here today, Melissa Rubrecht from Employee Relations and Rhonda Wilson from Engagement, Wellbeing and Culture. Lots of other great people are on the team and are ready to help you if you have problems.

Glesing asks if our guest would like to share some breaking news from Forbes. For midsize employers (1000-5000 employees), Ball State ranks 4th in the state of Indiana for best employers. An announcement will be coming out shortly.

Another thing that HR has done is sending out a Total Compensation Statement, to make employees aware of not only their take-home pay, but the benefits that their service at Ball State provides.

Gillilan asks what his goal for a long-term legacy would be. Response is that his goal is that it wouldn't be about him, it'd be that the culture that has been created survives his tenure and is stronger.

7. Other items

A. PPC Effectiveness Survey

1. Presentation given by Chairman Gillilan. Will be included with minutes.

B. PPC Executive Council Elections on April 6th

1. Elections for PPC will not be complete by the time of the next meeting. Chairman suggests that next year's council meet sometime in May so that officers will be in place for the committee appointments that will be made over the Summer. The Executive Council will formulate a proposal and bring it before the body remotely to be voted on when a quorum is available.

8. Adjournment

A motion was made (Turner) and seconded (Wilson) to adjourn Professional Personnel Council at p.m.

Motion Approved Unanimously

Respectfully submitted,

Rhonda Wilson, Secretary
/jo