

**Indianapolis Faculty Council (IFC)**  
**Minutes**  
**April 17, 2012 ~ LD 010 ~ 3:15 – 5:00 p.m.**

**Faculty and Guests Present:** Rachel Applegate, Simon Atkinson, Sotiris Avgoustis, William Babler, Tina Baich, Sarah Baker, Mark Bannatyne, Charles Bantz, Terry Baumer, Ed Berbari, Brenda Blacklock, Bonnie Blazer-Yost, William Blomquist, David Burr, Hsin-Liang Chen, Philip Cochran, Andre de Tienne, Mark Di Corcia, Nancy Eckerman, Mary L. Fisher, Jay Gladden, Linda Adele Goodine, Barbara Gushrowski, John Hassell, Pamela Ironside, Kathy Johnson, Josette Jones, Carmen Luca-Sugawara (alt: Gail Folaron), Joyce Mac Kinnon, Steven Mannheimer, Kathy Marrs, Michael McLeish, Mary Beth Myers, Bill Orme, C. Subah Packer, Rebecca Porter, Michael Patchner, William Potter, Simon Rhodes, Nancy Robertson, David Sabol, Bill Schneider, Jodi Smith, Deborah Stiffler, Uday Sukhatme, Laura Torbeck, Jing Wang, Xianzhong Wang, John Watson, Jeff Watt, Jennifer Weinmann, L. Jack Windsor, Marianne Wokeck, Codey Wooten, Eric Wright, and Robert Yost

**Members Absent:** Austin Agho, Deborah Allen, Corey Ariss, Stephen Beck, Anne Belcher, Julie Belz, David Bodenhamer, Ben Boukai, D. Craig Brater, Marion Broome, Daniel Callison, Angelo Cardoso, Mary Ciccarelli, Jan Cox, Edward Curtis IV, Mary Dankoski, Stephen Downs, Dan Drew, George Edwards, Valerie Eickmeier, Anthony Faiola, Vance Farrow, Betsy Fife, Mary M. Fisher, Barbara Friesth, Janice Froehlich, Mark Frohlich, Jan Fulton, Andy Gavrin, Mark Goebel, Clifford Goodwin, Richard Gunderman, Susan Gunst, Osman Gurdal, Eyas Hattab, Jennifer Hehman, Sue Herrell, Allison Howland, May Jafari, Roger Jarjoura, Michael Justiss, Joan Kowolik, Pam Laucella, David Lewis, Tom Lipinski, Jane Luzar, Julie Magid, Brendon Maxcy, Angie McNelis, Marc Mendonca, James Miller, Steven R. Miller, Mary Beth Minick, M. Razi Nalim, Dawn Rhodes, Kevin Robbins, Gary Roberts, Patricia Rogan, Laura Romito, David Russomanno, David Stocum, G. Marie Swanson, Susan Tennant, Kate Thedwall, Corinne Ulbright, Marwan Wafa, Richard Ward, Clark Wells, Karen West, Elizabeth Whipple, John Williams, Frank Witzmann, Wanda Worley, Frank Yang, Karmen Yoder, Hiroki Yokota, Jeani Young, Jerry Young, and Ping Zhang

**Agenda Item I: Welcome and Call to Order**

IUPUI Faculty Council Vice President, Jeff Watt, called the meeting to order at 3:00 p.m.

**Agenda Item II: Adoption of the Agenda as the Order of Business for the Day**

The Agenda was adopted as the Order of the Business for the Day.

**Agenda Item III: Updates/Remarks from the Chancellor**

Charles R. Bantz, Chancellor

Chancellor Bantz gave the following report:

- Research Day was on April 13 with fifty-five research presentations.
- April 13 was also the Top 100 Student Awards.
- The Board of Trustees approved promotion and tenure cases. Eighty-five total cases were approved.
- The Executive Vice Chancellor and Dean of the Faculties candidates have been interviewing on campus.
- The public health dean search will be meeting on April 27 and using a search firm.
- The proposal for the School of Philanthropy is going forward.
- Yi Gang, Economics, will be given an honorary doctorate today and will give a presentation at 1:30 in the Campus Center.

**Agenda Item IV: Updates/Remarks from the IFC President**

L. Jack Windsor, President

President Windsor gave the following report:

- Associate Vice President Dan Rives gave a presentation on healthcare to the Board of Trustees. He proposed the board invest another 6% for a total of \$196 million. The Trustees hope employees will continue to move to the HDHP. Cost may either stay the same or go down. Walk-in clinics have been successful at IUB, and he hopes to start them here next year. He is working on better quality/cost procedures that will have uniform costs across locations.
- Search for the Assistant Vice Chancellor for Human Resources Administration: Three candidates have come to campus. The search committee will be submitting names to Dawn Rhodes soon.

Questions:

- Are they able to work around healthcare costs with other universities? Rives is working with others to provide more uniformity. Some locations will match the cost of others if they are able.

**Agenda Item V: [Information Item]: Announcement of Slate for University Faculty Council and Election Results for Tenure-Track At-Large Representatives**

Simon Atkinson, Member, Nominating Committee

Atkinson announced the following slate and election:

AT-LARGE REPRESENTATIVES (TENURE TRACK)\*\*  
2012-2014

Sarah Baker (Medicine/UCOL)  
Nerissa Bauer (Medicine)  
Robert Bigsby (Medicine)  
Heather Coates (University Library)  
Mary de Groot (University Library)  
Margaret Ferguson (Liberal Arts)  
Charles Goodlett (Science)  
Thomas Hurley (Medicine)  
Jason Kelly (Liberal Arts)  
Bethany Neal-Beliveau (Science)  
Kristi Palmer (University Library)  
Lyne Racette (Medicine)  
Rosa Tezanos-Pinto (Liberal Arts)  
Richard Ward (Academic Affairs)  
Jeff Watt (Science)  
Marianne Wokeck (Liberal Arts)

SLATE FOR UNIVERSITY FACULTY COUNCIL  
2012-2014

Simon Atkinson (Science)  
Mark Bannatyne (E&T)  
Ed Berbari (E&T)  
Heather Coates (University Library)  
Charles Davis (Social Work)  
Richard Gunderman (Medicine)  
Jennifer Hehman (University Library)  
Joan Kowolik (Dentistry)  
Debomoy Lahiri (Med/Science)  
Steve Mannheimer (Informatics)  
Michal Misiurewicz (Science)  
Kristi Palmer (University Library)  
Frank Wadsworth (Columbus)

Windsor said the top six candidates of the UFC election will be the representatives, and the other candidates will serve as alternates.

**Agenda Item VI: [Action Item] Student Code of Rights, Responsibilities, and Conduct, Appendix A-G, Part V, and Appeal Forms**

Robert Yost, Chair, Student Affairs Committee

Circular 2012-08.1: [http://www.iupui.edu/~fcouncil/committees/student\\_affairs/studcode\\_part5\\_revised.pdf](http://www.iupui.edu/~fcouncil/committees/student_affairs/studcode_part5_revised.pdf)

Circular 2012-12.1: [http://www.iupui.edu/~fcouncil/committees/student\\_affairs/student\\_code\\_appendix\\_revised.pdf](http://www.iupui.edu/~fcouncil/committees/student_affairs/student_code_appendix_revised.pdf)

Circular 2012-13: [http://www.iupui.edu/~fcouncil/committees/student\\_affairs/appeal\\_form.pdf](http://www.iupui.edu/~fcouncil/committees/student_affairs/appeal_form.pdf)

Yost presented the documents, with changes made as suggested at the April 3 IFC meeting.

Circular 2012-08.1: The motion came out of committee, so no second was needed. A question was asked about what “personal misconduct” was. Fisher said the definition is listed in the Academic Handbook. Yost will add the definition. A vote was taken and the motion passed unanimously.

Circular 2012-12.1: A change regarding on-line meetings was noted. A motion came out of committee, so no second was needed. It was suggested to change the word “online” to “electronic” for future usage. Another suggestion was to use “virtual.” The committee will decide on the language. A vote was taken and the motion passed unanimously.

Circular 2012-13: A motion came out of committee, so no second was needed. Will the form supersede the one already online? Yost said that it does however; it will take a few weeks to get the form changed. In the meantime, you can still use the form that is already online. The second sentence on the first page about a second person present was stricken from the document during discussion. How will a signature be received from the student? It was suggested to use documentation stating that “this e-mail (whatever) denotes your signature” and to date the form at the bottom to make sure it is up-to-date for the future. Yost will inquire about the possibility. Another suggestion was to put information on the date in the header or footer. A vote was taken and the motion passed unanimously.

### **Agenda Item VII: [Information Item] Jumping Ahead to Graduation (JAG) Campaign**

Jennifer Weinmann, Student Employment Consultant

Website: <http://employment.uc.iupui.edu/Employers/HiringStudents/SummerWorkInitiative2012.aspx>

Weinmann reported on the following:

- The Office of Student Employment is working on summer employment once again this summer.
- The office will match 50% of the wages for students during the summer up to \$10/hour (\$5 by the office) up to ten hours per week.
- The students who are currently working can take part in this program by just transitioning them for the summer.
- Summer work study students must use their current allotment and then can roll into the program.
- She suggests that departments apply now for funds even if it is not known yet what is needed. At this time, half of the available funds have been earmarked.
- Six credit hours must be registered to be in the program (six credits in either session or divide them between sessions).

Questions:

- Who does the background check? The office that is hiring the student does this.
- Undergrad and/or grad? Only undergraduates at this time.

### **Agenda Item VIII: [First Read] IUPUI Emergency Withdrawal**

Eric Wright, Chair, Academic Affairs Committee

Circular 2012-14: [http://www.iupui.edu/~fcouncil/committees/academic\\_affairs/emergency\\_withdrawal.pdf](http://www.iupui.edu/~fcouncil/committees/academic_affairs/emergency_withdrawal.pdf)

Kathy Johnson reported for Wright. The Academic Affairs Committee had heard reports of students’ parents walking around campus to get signatures from faculty for their student who had a catastrophe (accident, etc.) to withdrawal from all courses. The policy would be administered by the student advocate office and serve as a “one stop shop” for collecting signatures.

Questions:

- What defines an emergency? Mary Beth said this definition was made by the IFC for the grade change appeal policy. The point of this new policy is a central place that manages all emergencies defined by the schools.
- Statistics had not been collected about withdrawals due to catastrophes, but committee members were aware of instances occurring. Watt indicated there were six students in the School of Science alone.
- Second bullet: The policy is currently a withdrawal after the sixth week. The new policy states the instructor “may” give the student an F “if the student’s work is not of passing quality at the time of the withdrawal.” Myers said the wording already exists in policy. The committee took existing policy and stated it so that a student would get a W if between a certain period and an F after that.
- Are we open to lawsuits if schools have different policies on emergencies? Watt said the procedure under review is just to identify one person (student advocate) that will get all the signatures for a parent.
- Language needs to be clarified so that the faculty member cannot automatically give a W.
- This is the procedure for when a student wants to drop all courses. The section on “Contract Information” should be moved to the top of the document instead of having it at the bottom.
- Will the document be in the supplement to the IUPUI Handbook? Myers said the information will go on the Registrar’s website with other student policies, and the APPC will review it. Myers asked to put a date on the policy for when it begins. The date will be July 1.
- The decision-making of the inaction of the policy for the student will be at the school level.
- How will the parent know they need to go to the student advocate first? Myers has a list of school representatives who will know about the process and can educate others to be aware of it as well.
- Are there reasons beyond the school’s intuition about the different school policies, or should we be looking at a campus-wide policy? It should be individualized because it would be too difficult to codify all problems for each of the schools. Some students might be able to handle one course in a school, but not be able to handle one in another school depending on the type of injury. At what point does a school have to say the student’s reason isn’t good enough. Watt said this might be the next step a few years from now.
- Is there any confidentiality provided for the student? This is a potential issue and that is why the student advocate was chosen. As data is collected over the next few years, it may be that a better solution will be needed. We can learn from this process by making it easier for the students now.
- Why not put into the procedure now that data collection will occur in three years by the student advocate? That was discussed in the committee. Watt suggested the committee discuss this again as well as other issues brought up here.
- Under grades and refunds, second sentence, will this cause a problem with the refund committee? It was stated that this reflects the current policy.

This will be added as an agenda item at the May 1 IFC meeting.

**Agenda Item IX: [Discussion Item – Preparing for a Vote] A Transferable Common Core Curriculum at IUPUI**

Kathy Johnson, Chair, General Education Task Force

Circular 2012-10.1: [http://www.iupui.edu/~fcouncil/documents/handouts/gened\\_common\\_core\\_revised.pdf](http://www.iupui.edu/~fcouncil/documents/handouts/gened_common_core_revised.pdf)

Circular 2012-10.2: [http://www.iupui.edu/~fcouncil/documents/handouts/gened\\_common\\_core\\_feedback.pdf](http://www.iupui.edu/~fcouncil/documents/handouts/gened_common_core_feedback.pdf)

Website: <http://gened.iupui.edu>

A motion was made to suspend the rule for only IFC voting members to participate in discussion to allow for all voting faculty to participate. The motion was seconded and passed.

Johnson gave an overview of the information contained in the circulars.

- An e-mail has been sent to all schools who offer degree programs with more than 120 credit hours and an offer to file an appeal. They have until July to do so.
- Feedback documentation has been placed on the gen ed website. CAS authentication has been removed so that EVC candidates can look at the information. Tracking changes has been used to see what has been changed since the last meeting.
- Today's discussion will be on action steps for the May 1 IFC meeting and vote.
- They are asking for the IFC to appoint a Curriculum Committee or an ad hoc committee.
- A meeting will be on Friday of individuals around the state to discuss the AAC&U directives and "agree to agree" with each other's gen ed core curriculum. The ad hoc committee would be the ones that would delve into the work.
- The overall framework of the core classes should be discussed.
- Implementation must occur by May 2013 with an explanation to the state by December 2012.

Discussion began. It was proposed to go forward with an ad hoc task force with two members from each school to provide continuity with work to start in September. Another suggestion was take the one member from each school that is currently on the committee and then add one more person to make the task force. Another suggestion was to ask for proposals of why a course would be considered part of the core, provide some assessment, and competencies.

It was moved the IFC endorse the document in principle and to appoint an ad hoc committee with the one member from each school already in place on the task force and another delegate from other schools to make up the ad hoc committee. The motion was seconded. Watt added the library should be involved and only faculty make up the committee. Columbus is already included on the current committee. Staff members that are on the current committee should be replaced by faculty. A vote was taken with these additional caveats in place and the motion passed.

#### **Agenda Item X: Report from the IUPUI Staff Council**

Alicia Gahimer, Second Vice President

Gahimer reported on the following:

- The Staff Council Executive Committee has been participating in the Executive Vice Chancellor search process. They are thankful for being included as part of the process.
- The Staff Council is pleased with the work of the resurrected Faculty and Staff Relations Committees (of both councils). The group is currently discussing the issue of merit raises when the majority of staff does not receive performance appraisals. This issue was discussed last year with Human Resources and will be ramped up this year. It was encouraged for faculty, if they supervise someone, to give performance appraisals. She asked for comments and suggestions from the faculty on giving performance appraisals.

#### **Agenda Item XI: Call for IFC or UFC Standing Committee Report**

No reports.

#### **Agenda Item XII: Question and Answer Period**

- What is the basis for the IUB faculty receiving 6% raises? The *Indianapolis Business Journal* was reporting the story. The chancellor has no information on this and the policy is the one we all received. He wondered if they were using previous data.

#### **Agenda Item XIII: Unfinished Business**

No unfinished business.

**Agenda Item XIV: New Business**

No new business.

**Agenda Item XV: Adjournment**

With no further business appearing, the meeting was adjourned.

**Report on Council Actions (per Bylaws Article 1. Section C.3):**

Items to be Completed:

- Unit Representatives: Inclusion of the Columbus Campus
- Faculty Board of Review: Ability to request a Board of Review after employment ends.
- Administrative Reviews for the following:
  - Craig Brater (Medicine)
  - Phil Cochran (Business)
  - Uday Sukhatme (Executive Vice Chancellor and Dean of the Faculties)
  - Gary Roberts (Law)
  - Ken Durgans (Diversity, Equity, and Inclusion)

Minutes prepared by Faculty Council Coordinator, Karen Lee  
UL 3115N / 274-2215 / Fax: 274-2970 / [fcouncil@iupui.edu](mailto:fcouncil@iupui.edu) / <http://www.iupui.edu/~fcouncil>