

Revised 9/3/09

MINUTES OF THE FIRST MEETING OF THE 2009-10 UNIVERSITY SENATE
Thursday, April 23, 2009

Members Present: 54

Members Absent: 14

1. The meeting was called to order by the chairperson of the University Senate, Bruce Hozeski, at 5:00 p.m.

Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: B. Adams, N. Ahmed, N. Akey, C. Ball, R. Bellaver, R. Bremigan, M. Brown, E. Cahill, P. Chandler, G. Crawley, L. Deckers, J. Fry, J. Green, D. Grosnick, M. Guntsche, M. Harvey, L. Helms, R. Hicks, F. Hood, R. Kanu, C. Kapinus, E. Kelly, J. Kim, T. King, D. LeBlanc, J. Ledbetter, C. Marlow, L. Markle, M. Mills, P. Parkison, R. Rarick, T. Richardson, J. Rybarczyk, L. Shaffer, D. Shawger, G. Slater, B. Smith, M. Steib, F. Sun, D. Supa, D. Waechter, C. Walker, K. Warren-Gordon, A. Wieseke, B. Wills, A. Witt, S. Woosley, T. Zivney

Substitutes: He Wang for E. Dugan, Fred Suppe for A. Edmonds, Bruce Hozeski for J. Huff, Jeffrey Clark for D. Marini, Beth Terrell for C. Munchel, Jim Needham for B. Umansky

Members Absent: C. Cozad, O. Dotson, A. Farmer, J. Faroh, R. Fluegeman, J. Gora, D. Haber, T. Hinds, M. Johnson, B. McRae, W. McCune, W. Sharp, G. Stamp, M. Whitlock

2. The Chairperson yielded the floor to the Chairperson of the Governance and Elections Committee, Eva Zygmunt-Fillwalk, for the purpose of elections.
3. A list of nominees for the election of Senate officers and Agenda Committee was presented.

The floor was opened for additional nominations for Chairperson. A motion was made and seconded (Adams/LeBlanc) to close nominations.

Brien Smith was elected to serve as Chairperson.

The floor was opened for additional nominations for Vice Chairperson. A motion was made and seconded (Supa/Adams) to close nominations.

John Ledbetter was elected to serve as Vice Chairperson.

The floor was opened for additional nominations for Secretary. A motion was made and seconded (Crawley/LeBlanc) to close nominations.

Carolyn Kapinus was elected to serve as Secretary.

The floor was opened for additional nominations for Agenda Committee. A motion was made and seconded (Kelly/Adams) to close nominations.

Olon Dotson and Dan Waechter were elected to serve a, 2009-2011, by acclamation.

4. Additional members were needed for the Governance and Elections Committee from the College of Sciences and Humanities and Teachers College. The Chairperson of the Senate asked for volunteers to serve on this committee.

Ralph Bremigan and Carolyn Walker agreed to serve, each for a two year term on the Governance and Elections Committee.

The meeting adjourned at 5:30 p.m.

Brien Smith, Chairperson

Carolyn Kapinus, Secretary

/mt

MINUTES OF THE SECOND MEETING OF THE 2009-10 UNIVERSITY SENATE

Thursday, September 3, 2009

Members Present: 55

Members Absent: 7

1. The meeting was called to order by the Chairperson of the University Senate, Brien Smith, at 4:00 p.m.

Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: B. Adams, N. Ahmed, N. Akey, C. Ball, R. Bellaver, R. Bremigan, K. Brophy, B. Cahill, P. Chandler, G. Crawley, L. Deckers, O. Dotson, A. Edmonds, R. Fluegeman, J. Fry, J. Gora, J. Green, D. Grosnick, M. Guntsche, M. Harber, L. Helms, R. Hicks, J. Huff, C. Kapinus, T. King, D. LeBlanc, J. Ledbetter, M. Maggiotto, L. Markle, C. Marlow, W. McCune, B. McRae, M. Mills, P. Parkison, J. Rybarczyk, L. Shaffer, D. Shawger, G. Slater, B. Smith, G. Stamp, M. Steib, F. Sun, D. Supa, B. Umansky, D. Waechter, K. Warren-Gordon, M. Whitlock, A. Wieseke, B. Wills, J. Yang

Substitutes: Jeff Clark for D. Marini, Jon Clausen for T. Richardson, Mike Harvey for C. Walker, Amy Petts for S. Woosley, Omar Benkato for T. Zivney

Members Absent: D. Haber, M. Johnson, R. Kanu, E. Kelly, C. Munchel, R. Rarick, W. Sharp

2. A motion was made and seconded (Supa/Adams) to approve the minutes of April 23, 2009. The following revisions will be made to the minutes: 1) Christopher Marlow and Murray Steib will be added to the "members present" section of the minutes; 2) the election of the senate secretary was not by acclamation. An election was held by paper ballot.
3. Discussion ensued regarding the Standing Rules (University Senate Agenda 9/3/09, Enclosure #1) The Senate Parliamentarian, David Pearson, discussed the operating principles of the Senate.

A motion was made and seconded (Umansky/Supa) to strike all words after "formally adopted" on item 13 in the Standing Rules. Standing Rule #13 will now read:

13. Committee reports should be brief (no longer than five minutes), official statements of the conclusions formally adopted within the reporting body.

The motion carried.

A motion was made and seconded (LeBlanc/Adams) to approve the Standing Rules as revised.

The motion carried.

4. The chairperson reviewed the other announcements regarding program changes, honorary degree, Board of Trustees Action, and recognition of deaths.
5. Committee Reports
 - A. Governance and Elections Committee – John Ledbetter, Chairperson

John reported that the committee met this morning and elected Larry Markle secretary.

Faculty Council – Barry Umansky, Chairperson

Barry reported that the Faculty Council will meet next Thursday, September 10. They have an agenda item pertaining to the revision of the University Promotion and Tenure document.

B. University Council – Laura Helms, Chairperson

Laura reported that the University Council will meet on Thursday, September 17. An issue from the Senate Agenda Committee has been sent to the Extended Education Committee, which is under their purview.

C. Campus Council – Matthew Whitlock, Chairperson

Matt reported that the Campus Council chairperson who was elected at the last meeting of the spring semester, 2009, did not return to Ball State this fall. Since he was elected vice chairperson, he has taken the position of chairperson again for the academic year. The next meeting of the Campus Council to be held on September 24, will have an item on their agenda to elect a vice chairperson for this year.

6. Report by Chairperson of Senate – Brien Smith (University Senate Agenda 9/3/09, Enclosure #4)

The GANTT chart was reviewed by the membership of the Senate.

There will be a meeting of the committee chairpersons with the executive committee of the University Senate later in September. This will provide an opportunity for the committees to meet and elect officers.

David Pearson, a member of the Safe Assign Task Force, reported that progress has been made on Safe Assign and it is now fifty percent complete in application.

7. Questions Directed to the President

The President reported the following:

- On campus enrollment is up to 17,627, up from 16,901 last year
- Freshman enrollment is up: 3871 vs. 3798 last year
- Transfers are up: 773 vs. 726 last fall
- New graduate enrollment is up: 634 vs. 508 last year
- New international students are up: 243 vs. 147 last fall
- Diversity is up: among all undergraduates, 10.3% vs. 9.4% last fall; among freshmen, 11.7% vs. 10.0% last year
- Honors College freshmen up: 343 vs. 289 last fall
- Academic Honors diploma: 61.1% vs. 55.6% last fall
- Retention of the freshmen class has improved from 77% two years ago to 78.3% last year to 78.4%
- Housing is at 99% Occupancy

A ribbon-cutting ceremony was held this past Tuesday (9/1/09), for DeHority Hall.

There will be an Information Technology event (Tech4U) on September 17 including the Schwartz Special Collections and Digital Complex in Bracken Library.

September 3, 2009

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Mid-October will include a celebration of the opening of the Ball Honors House with family members of Ed and Virginia Ball.

There were no questions directed to the President.

8. Question and Answer Period

There were no questions.

9. Unfinished Business

There was no unfinished business.

10. New Business

A. Membership of Councils/Committees in University Governance system
(Senate Agenda, 9/3/09, Enclosure #5)

1. A motion was made and seconded (Umansky/Supa) to accept the membership of the Faculty Council and appointments made by the executive committee.

The motion carried.

2. A motion was made and seconded (Helms/Supa) to accept the membership of the University council and appointments made by the executive committee.

The motion carried.

11. Other Items

A. H1N1 Virus Update

The University's Crisis Management Team was represented today by Dr. Alan Hargrave, Team Chair and Associate Vice President for Student Affairs/Director of Housing and Residence Life, and Dr. Kay Bales, President's Cabinet Liaison and Vice President for Student Affairs, as well as Dr. Kent Bullis, Medical Director of the Health Center. The Senate Agenda Committee invited them to today's meeting to provide an update on the H1N1 Virus.

A question and answer period followed their update.

The meeting adjourned at 5:00 p.m.

October 1, 2009

Brien Smith, Chairperson
/mt

Carolyn Kapinus, Secretary

MINUTES OF THE THIRD MEETING OF THE 2009-10 UNIVERSITY SENATE

Thursday, December 3, 2009

Members Present: 45

Members Absent: 17

1. The meeting was called to order by the Chairperson of the University Senate, Brien Smith, at 4:00 p.m.

Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: B. Adams, N. Ahmed, C. Ball, R. Bellaver, R. Bremigan, B. Cahill, G. Crawley, L. Deckers, J. Fry, J. Green, D. Grosnick, M. Guntsche, M. Harber, M. Harvey, L. Helms, R. Hicks, J. Huff, M. Johnson, R. Kanu, C. Kapinus, T. King, J. Ledbetter, M. Maggiotto, L. Markle, C. Marlow, W. McCune, M. Mills, P. Parkison, R. Rarick, T. Richardson, J. Rybarczyk, B. Smith, G. Stamp, M. Steib, D. Supa, B. Umansky, D. Waechter, K. Warren-Gordon, M. Whitlock, A. Wieseke, B. Wills, S. Woosley, J. Yang

Substitutes: Jeff Clark for D. Marini, Harold Mortimer for K. Shawger

Members Absent: N. Akey, K. Brophy, P. Chandler, O. Dotson, A. Edmonds, R. Fluegeman, J. Gora, D. Haber, E. Kelly, D. LeBlanc, C. Munchel, W. Sharp, G. Slater, P. Spengler, F. Sun, C. Walker, T. Zivney

2. A motion was made and seconded (Supa/Crawley) to approve the minutes of September 3, 2009. The following revisions will be made to the minutes: 1) Add M. Harvey to "members present," who was not substituting for C. Walker.

3. Agenda Items III. and IV., were reviewed.

4. Committee Reports

- A. Governance and Elections Committee – John Ledbetter, Chairperson

John reported that the committee met every month this fall and worked on several matters including the constitutional amendments on the agenda today for the first reading.

- B. Faculty Council – Barry Umansky, Chairperson

Barry reported that the Faculty Council conducted its first asynchronous meeting. There are a few glitches that may need to be worked out pertaining to the "reply to all" procedure.

- C. University Council – Laura Helms, Chairperson

Laura reported that the University Council received the final report from the Task Force on Professional Personnel issues. The Task Force recommended increasing or changing the professional personnel representation on several committees. The council requested further information for the next meeting, at which time they will be ready to vote.

- D. Campus Council – Matthew Whitlock, Chairperson

Matthew reported that the Campus Council created a task force to work on the issue of Cardinal Cash in the Village. They will be researching the issues with other Indiana colleges and universities prior to taking it to the Vice President and ultimately to the council for review. The issue of dining services reimbursement for students on field trips is under discussion.

Matthew added that he was one of 16 students who went to Purdue to observe their student government association and reported that student involvement is high on our campus as compared to Purdue.

5. Report by Chairperson of Senate – Brien Smith (University Senate Agenda 12/3/09, Enclosure #3)

The GANTT chart was reviewed by the membership of the Senate.

A. Recommendation from SafeAssign Task Force
Safe Assign Task Force 11/6/09

SafeAssign is a text-matching tool available on Blackboard that checks student assignments against an institutional database (a collection of papers submitted on campus) and against a global database (a collection of papers submitted on other campuses or that exist electronically on the web). However, in doing so it does not discriminate between properly and improperly cited materials. Therefore, this tool has its greatest value as a learning moment between student and faculty on how to properly cite and paraphrase material borrowed from previously written text. To this end, it is important for the faculty who choose to use SafeAssign to be properly trained in how to use and interpret submitted outcomes. The outcome reports from submitted work must not be used directly by faculty for grading purposes, since the report only indicates the percentage of text-matched material which may in fact be properly cited. The best use of SafeAssign would allow students to submit work prior to turning it in and to then meet with faculty to go over the report. For faculty who wish to use properly interpreted SafeAssign outcomes as part of the grading process, SafeAssign training from the University is mandatory.

David Pearson, a member of the task force, gave a brief report on findings of the task force.

B. Report from Teaching Evaluation Committee on Grade Inflation

“The Teaching Evaluation Committee reviewed Dr. McClure’s motion, e-mail, and the other document he provided. Although grade inflation may play a role in student ratings of instructors, the motion presented by Dr. McClure recommends implementing a 2.5 GPA standard for non-PE core undergraduate courses. The committee does not feel that the issue of assigning student course grades is within its current charge as delineated in the Faculty and Professional Staff Handbook. We suggest that perhaps the University Core Curriculum Committee might be a better group to examine this issue.”

Carrie Ball, a member of the Teaching Evaluation Committee, was present to answer questions.

A question was raised as to whom would have jurisdiction over this issue. The Chairperson of the Senate replied that there really would not be any committee. Dr. McClure’s motion went beyond the Core, but that the Undergraduate Education Committee or the University Core Curriculum Subcommittee might be possibilities.

6. Questions Directed to the President

The President received a call from the Governor’s Office which prevented her from attending today’s meeting.

7. Question and Answer Period

- A. The Provost reported the following academic programs that have either been approved or are awaiting approval from the Indiana Commission on Higher Education (ICHE):
1. Masters in Applied Behavioral Analysis (awaiting ICHE approval)
 2. Bachelor of Arts in Sales (implementing Fall, 2010)
 3. Masters of Fine Arts, Visual Arts, with emphasis in animation and glass
- B. A question was asked regarding the parking situation by Christy Woods because of the new building construction. The Provost reported that an allbsu was sent regarding parking, but he would look further into the situation.

8. Unfinished Business

There was no unfinished business.

9. New Business

- A. Proposed amendments to the Constitution – First Reading (University Senate Agenda, 12/3/09, Enclosure #4)

This is the first reading of the amendments. No discussion takes place at this meeting. Discussion and vote will take place at the January 21, 2010, meeting of the University Senate.

The Chairperson explained the procedure for amendments. The second reading will take place at the January meeting, at which time there can be debate and discussion. The vote will take place at this time. If the amendments pass, the departments will have 60 days to vote and respond to the Senate Office with their results.

10. Other Items

- A. A senate member asked for an update on the UCC-21. Laura Helms, ex officio member of the Undergraduate Education Committee, reported their progress.

Provost King reported that nearly 100 tier 1 courses have been approved, with 10 in the pipeline.

- B. A senate member inquired as to whether the Senate can revise the amendments. The chairperson replied that the senate has no power to revise, only to pass or fail the amendment(s).

The meeting adjourned at 4:45 p.m.

January 21, 2010

Brien Smith, Chairperson

Carolyn Kapinus, Secretary