

Approved February 19, 2004.

**INDIANA STATE UNIVERSITY**  
**FACULTY SENATE**  
 2003-2004  
 JANUARY 29, MINUTES

Time: 3:15 p.m.  
 Place: HMSU, Dede III  
 Officers: Chairperson H. Hudson, Vice Chair S. Lamb, Secretary Sr. A. Anderson  
 Senators: C. Amlaner, M. Bahr, F. Bell, G. Bierly, M. Brennan, D. Burger, P. Burkett, K. Byerman, S. Davis, A. DiSalvo, B. Evans, B. Frank, J. Gatrell, D. Gilman, J. Harper, D. Hews, C. Hoffman, N. Hopkins, J. Jakaitis, N. Lawrence, K. Liu, J. Lyman, C. MacDonald, S. Macke, M. Ould-Mey, R. McGiverin, F. Muyumba, B. Phillips, R. Schneirov, V. Sheets, S. Shure, J. Tenerelli, T. Zaher  
 Absent: J. Drake, J. Finnie, M. Hayden, S. Sharp  
 Ex-Officio: President Benjamin, Interim Provost Maynard  
 Visitors: P. Engelbach, G. Hambrecht, E. Jared

I. Memorials were read and accepted by consensus for Jing Chen and William H. Kern. (Frank, Liu and Davis, Hoffman respectively).

II. Administrative Report

President Benjamin:

- 1) commented on the faculty open discussions on the Commission for Higher Education and Senate initiatives for higher education, as well as the upcoming Riley studies;
- 2) thanked those who assisted with planning of the Leadership Retreat and spoke to the positive responses and experiences of the retreat; a presentation regarding the Leadership Retreat will be made in June;
- 3) invited faculty to attend the budget presentations given by deans and unit heads planned for March;
- 4) thanked attendees of Winterfest—enrollment and retention were a major focus; other opportunities for discussion of these issues to occur this spring;
- 5) stated that the integrated marketing rollout will be in late February.

Provost Maynard:

- 1) announced enrollment figures for this semester—down one percent, mostly AOP and international enrollments; encouraged faculty in their role for retention efforts;
- 2) expects a decision on the Director of Financial Aid in a month, to be fully in place within six months;
- 3) stated that a search would be starting for a new Director of Admissions;
- 4) encouraged faculty attendance at the budget presentations given by deans and unit heads planned for March;
- 5) acknowledged the March Against Hate going on during the meeting; applauded University Community participants; expressed regret for the time conflict;
- 6) encouraged participation in Ground Hog Day events planned for next Monday.

### III. Chair Report

Chair Hudson:

- 1) stated that Senate approved revisions to the grievance policy had been approved by the Board of Trustees at their last meeting;
- 2) thanked all who attended the retreat and spoke positively about the experience;
- 3) indicated that the modified Senate website will be online soon;
- 4) reminded members about the Mardi Gras Ball fundraiser for the faculty scholarship planned for February 14.

### IV. SGA Report

Elections for SGA will be on February 23-25. Voting will be via the Portal.

### V. Approval of the Minutes

Minutes of the November 20, 2003, meeting were approved. (Evans, Jakaitis 33-0-1)

Minutes of the December 18, 2003, meeting were approved.

(Lawrence, DiSalvo 33-0-1 voice vote)

### VI. Senate Actions

Old Business

- 1) Grad Council/CAAC: Departments of Communication Disorders and Special Education Realignment

By consensus guests were invited to the table, E. Jared and G. Hambrecht.

Approved after discussion: consideration of alignment with other departments; effective date should be moved to July 1, 2004; and the notation that all signatures to be contained on official forms. (Liu, Frank 34-0-2)

- 2) Pay for Performance Resolution

**WHEREAS** Indiana State University is in the second year of the bi-annual faculty evaluation process – a year in which pay-for-performance adjustments are made, and

**WHEREAS** each faculty member wishing to be considered for a pay-for-performance adjustment is required to spend a considerable amount of time in assembling his or her evaluation packet, and

**WHEREAS** the nature of the pay-for-performance evaluation process requires that a large number of people (personnel committees, Chairs, Deans, and others) spend many hours in evaluation and review of submitted pay-for-performance materials, and

**WHEREAS** the time and effort involved in providing a fair and equitable recommendation for pay-for-performance adjustments to each of Indiana State University's faculty members represents a substantial commitment of University human resources, and

**WHEREAS** it is reasonable to conclude that such a substantial commitment of University resources should result in meaningful and significant rewards for faculty performance and that, conversely, small rewards do little to further the University's mission, to justify the

effort necessary to develop the faculty member's packet, or to complete thorough and equitable reviews of faculty performance,

**THEREFORE BE IT RESOLVED BY THE FACULTY SENATE OF INDIANA STATE UNIVERSITY THAT** the Faculty Senate encourages President Lloyd W. Benjamin, III to secure meaningful and significant rewards to faculty members that are deemed to be high-performers (an increase to the faculty salary pool of at least 5%, that is approximately the CPI increase plus 2%). If the President is unable to secure this 5% increase, the Faculty Senate recommends that whatever funds are made available be distributed using the off-year standard increase procedure. Further, the next time that pay-for performance is distributed this bi-annual period will be included.

Approved. (Lamb, Davis 24-8-3, vote by ballot)

Lengthy discussion focus: value of time spent on pay-for-performance documentation and review; perceptions of the document's intent; and faculty salary pool percentage amount.

C. Amlaner made the following statement:

"Faculty performance review is a nationally recognized 'best practice' in academe.

Periodic peer evaluation of faculty performance is central to ensuring a professionally active and discipline rigorous faculty.

We must engage in faculty performance review because it is one of many tasks that professional academics do nationwide to ensure the highest quality of performance within our respective disciplines.

Faculty performance evaluations must be scheduled on an annual basis so that timely feedback can be provided to tenure-track and tenured faculty about the merit of their professional contributions.

Faculty performance evaluations provide a formative and/or summative component in the evaluation of each and every contribution made to our respective professional disciplines.

The evaluation of faculty performance must be done irrespective of the funds made available to us by central administration.

It takes time to professionally evaluate our faculty, however the time invested in evaluating faculty performance is time well invested.

Professional peer evaluations potentiate benefits beyond our immediate academic community. They provide support of our goal in maintaining the highest standards of quality teaching and research to those whom we serve.

Our professional stature on and off campus is largely dictated by how well we project adherence to the highest professional standards.

When we do not engage in the evaluation of our profession, we send very negative signals, loud and clear, to the community and our State's legislature that we do not care about the quality of our contributions beyond receiving "pay packet rewards."

I ask each of you to vote against the resolution because it effectively recommends placing faculty performance review in long-term stasis. Does anyone think you will be seeing 5% pay increases in the near future? I think not."

3) Standing Committee Quorum Recommendation

The Faculty Senate establishes a quorum rule of 50% (currently 5 of 9) for University Faculty Senate standing committees.

Approved, effective immediately. (Burger, Davis 34-0-1)

4) SAC: Admissions Requirement of Writing Test

Effective Fall 2006, Indiana State University will require Writing test score (SAT or ACT) for freshman admission.

This will apply for the first time to Fall 2006 freshmen who apply for admission during their senior year. March 2005 is the first administration of the new SAT which includes a writing test that is composed of multiple choice grammar and usage and a student-written essay, resulting in a scaled score from 200-800. ISU can request the actual essay, electronic or imaged document, which will be holistically scored. March is the administration when Juniors typically take the SAT. However, ISU would accept scores from either the current SAT/ACT or the new SAT for 2006, in the event there are some students who took the SAT in their sophomore year and do not need to repeat it for score improvement.

Accepted. (DiSalvo, Bierly 31-0-3)

The test will be scored externally with no additional fee required from students above the regular SAT charge. Discussion will have to occur to determine application practice.

New Business

Handbook language: Family Friendly Tenure Clock, to appear on p. III-3, column 2, between current paragraph 2 and 3:

Candidates may elect to extend the tenure probationary period for a maximum of two years in the following circumstances: 1) They are the primary or co-equal caregiver of a newborn or newly adopted child (one year per child). 2) They are the primary or coequal caregiver of a seriously ill spouse, partner, or other immediate family member (defined as child, parent, or other family member). Medical certification from the ill person's health care provider shall be presented within fifteen calendar days after the extension is requested. Additional medical opinion may be requested at the University's expense. The candidate shall consult with his/her department chairperson to receive support for the extension. All legitimate requests shall be approved; the chairperson and the administration must show just cause, in writing, for any denial. The decision to extend the tenure period will be reported to the Dean and the Provost and Vice President for Academic Affairs. Candidates carry out their regular full-time responsibilities, and continue to undergo annual evaluations for reappointment throughout the extended probationary period. In their tenure-year review, candidates who have elected extension are expected to meet only criteria stated in University-approved tenure policies and letters of appointment.

During the probationary period, a candidate for tenure may apply for leave under the Family and Medical Leave Act, or for leave without pay in the event of a birth or adoption, or a family illness (see pp. III-13, IV-16&17, and Appendix C). In such cases tenure eligibility will be delayed automatically, as specified below.

Approved as amended. (Lamb, Sheets 31-1-1)

This concept was approved by the Senate on October 23, 2002, with the understanding that Handbook language would be crafted, and resubmitted for Senate vote.

#### VII. Fifteen Minute Open Discussion

- 1) Concerns were expressed about realignment of Instructional Support Services with marketing rather than faculty support.
- 2) Concern was relayed regarding the search committee not being allowed to see all of the applications for the position of Provost.
- 3) Enrollments: more emphasis needed on distance education and its support.
- 4) Compensation Committee report requested.
- 5) Issue of benefits to family when a faculty member dies noted for FEBC review.

#### VIII. Standing Committee Reports

AAC: Met once; discussed revision of the Professional Satisfaction Survey scheduled for administration in the Spring 2005 and approved the Administration/Faculty count to be forwarded to the Executive Committee. Next meeting is February 11.

AEC: Met once; finalized funding approvals--18K awarded.

CAAC: Met four times since the November Senate; approved program proposals for additions to the Science Teaching curriculum; approved a program proposal adjusting electives in the Finance Major and Minor; approved a course number change; and formed subcommittees to address catalog issues, Indiana's Framework for Policy and Planning document, and P-16 Plan for Improving Student Achievement.

FAC: Met once; subcommittees continue working on their charges and presented a progress report at the last meeting; meeting dates for the spring semester were established. Next meeting is February 11.

FEBC: Meeting every other Wednesday; discussed health benefits issues.

Grad Council: Met twice; discussed charges, residency requirements and responsibility for editing of theses.

SAC: First meeting for this semester is February 2<sup>nd</sup>.

URC: Met January 21 with Greg Bierly, Chairperson of the Experiential Learning Taskforce, to discuss how Experiential Learning initiatives might impact the URC; next meeting is February 13<sup>th</sup> when an official vote on a draft of "Understandings, Concerns, and Suggestions" that summarized our discussion will be taken.

General Education: First meeting this semester is tomorrow; program review assessment is underway; and General Education in Action has been revived.

The meeting adjourned at 5:25 p.m. (Hoffman, Amlaner 33-0-0 voice vote)