

IUPUI
Indianapolis Faculty Council (IFC)
Minutes

December 1, 2020 ~ Zoom Virtual Meeting ~ 3-5 p.m.

Faculty and Guests Present: Fredrik O. Andersson, Lisa Angermeier, Keith Anliker, Marta Antón, Rachel Applegate, Brent Arnold, Rafael Bahamonde, Tina Baich, Nicolas Berbari, Kathryn Berlin, Brenda Blacklock, Amy Blevins, Janice Blum, Stephen Boehm, Lynda Bonewald, Ben Boukai, Herbert Brant, Nicholas Brehl, Camy Broeker, Angela Bruzzaniti, Olguta Buse, Kenneth Carow, Jeremy Carter, Christopher Coleman, Amber Comer, Jennifer Conner, Hannah Craven, Andrew Cullen, Emily Davis, Tamara Davis, Cornelis De Waal, Emilee Delbridge, John DiTusa, Kimberly Donahue, Hong Du, Simone Duarte, Jerome Dumortier, Rob Elliott, Alyson Essex, Sasha Fedorikhin, Stephen Fox, Margie Ferguson, Andrew Gavrin, James Gladden, Brian Gray, Lori Grubbs, Michele Hansen, Debora Herold, Catherine Herrold, Patricia Snell Herzog, David Hoegberg, Matthew Holley, Ann Holmes, Lisa Hubbard, Muhammad Idrees, Ashley Inman, Sarath Janga, Kathy Johnson, Kyle Jones, Miyeon Jung, Hilary Kahn, Benjamin Keele, NiCole Keith, Jason Kelly, Larita Killian, Leonidas Koniaris, Sarah Koskie, Joan Kowolik, Debomoy Lahiri, Chris Lamb, Kimberly Lewis, Jiliang Li, Lei Li, Krista Hoffman-Longtin, Mari Luna, Katharine Macy, Steven Mannheim, Weiming Mao, Kathy Marrs, Thomas Mason, Brendan Maxcy, Lindsey Mayo, Laura Menard, Marc Mendonca, Willie Miller, Sally Mitchell, Wendy Morrison, Miriam Murphy, M. Razi Nalim, Jennifer Nelson, Janet Nes, Jere Odell, Mathew Palakal, Kristi Palmer, Megan Palmer, Amir Pasic, Nasser Paydar, Stefan Petranek, Celeste Phillips, Christine Picard, Ted Polley, Karen Pollok, Sherry Queener, Rajeev Raje, Stephen Randall, Patricia Rogan, Patrick Rooney, David Russomanno, Helen Sanematsu, Jesse Savage, Jim Scheurich, John Schild, Sheila Segura, Genevieve Shaker, Carol Shieh, Margie Smith-Simmons, Armando Soto, Deborah Stiffler, Susan Storey, Thomas Stucky, Rosa Tezanos-Pinto, Jennifer Thorington Springer, Thomas Upton, Ruben Vidal, Diane Von Ah, Crystal Walcott, Marlene Walk, Chandler Walker, Lixin Wang, John Watson, Jeffrey Watt, Kathy Weaver, Kim White-Mills, Jeffrey Wilson, Becky Wood, Constantin Yiannoutsos, Robert Yost, Whitney Yu, and Xinna Zhang

Members Absent: Julia Arciero, Kristi Beach (alt: Lindsey Mosier), Edward Berbari, Karen Bravo, Joan Carlson, Anna Carmon, Elaine Cooney, Theodore Cummins, Hamid Dalir, Jeffrey Dean, Sarah Delima, Barbara deRose, Christine Eckel, Charles Feldhaus, Philip Goff, Richard Gunderman, Raymond Haberski, Paul Halverson, Jay Hess, Reinhold Hill, Chang Ho, Greg Hull, Tandra Jackson, Sara Johnson, Steven Jones, Linda Kelly, Amy Daniella Kostroun, Alexey Kuznetsov, James Marrs, Niki Munk, Carol Murdoch-Kinch, Bethany Neal-Beliveau, Robin Newhouse, Padmanabhan Pattabiraman, Michael Pitts, Mike Polites, Rupa Radhakrishnan, Denise Rayman, Robert Rebein, Cory Robinson, Christian Rogers, Kristy Sheeler, Aisha Smiley, Kathleen King Thorius, Joshua Vest, Clark Wells, Jennifer Wessel, Lisa Willis, L. Jack Windsor, and Yar Luan Yeap

Agenda Item I: Welcome and Call to Order

IUPUI Faculty Council Vice President Deborah Stiffler called the meeting to order at 3:00 p.m. She noted that this is the last IUPUI Faculty Council meeting for 2020. She also explained the format change for this meeting, as it was switched from a Zoom webinar to a Zoom meeting to allow for a more collaborative environment. She asked participants to write their questions in the Q&A section.

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

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

Agenda Item III: [Action Item] Approval of the Minutes of the November 17, 2020, Meeting

Attachment: <https://go.iu.edu/3qOH>

The minutes of the November 17, 2020, meeting was approved and entered into the record.

Agenda Item IV: Updates / Remarks from the Chancellor

Nasser Paydar, Indiana University Executive Vice President and Chancellor of IUPUI

Paydar reported on the following:

- Roughly 20 percent of courses have ended before Thanksgiving and 80 percent switched to an online format.
- Paydar thanked the hardworking faculty for accommodating the different needs of students. Paydar is very appreciative of the sacrifices that the faculty have been making this year.
- Almost half of the COVID-19 cases in Indiana have happened in the last month or so.
- Our campus is doing okay with the policies we have in place, like mask-wearing, social distancing, and testing. We have the lowest positivity rate of all IU campuses. We tested 21,333 faculty, staff, and students and had a total of 209 positive cases, which is less than one percent.
- This is the second day of all-online courses and thinning the campus. Many students have moved away from campus. We have 255 students still living on campus.
- All buildings are accessible. A few are open, but most need to be accessed with key cards.
- We are continuing with mitigation testing during this time. We can test on campus now with two on-site laboratories. This makes it easier and cheaper to test in larger numbers. This week, we sent an invitation to 10,000 faculty, staff, and students for mitigation testing. Out of those invited, 4,500 have scheduled the test. We are also adding 500 tests by appointment every week at covid.iu.edu for those who want to get tested.
- There have been some issues with positive cases for faculty and staff where the individual or supervisor sent many emails to colleagues who may have been in contact with them. There is no need to do this, as our contact tracers will get in touch with close contacts.
- Prior to the start of the spring semester, we are going to conduct pre-arrival testing for students arriving in the dorms. Students who test positive will need to isolate at home or on our reserved campus space for this purpose. Paydar is encouraging all faculty, staff, and students to opt-in for testing before coming back to campus.
- As of this week, enrollment for spring is down about three percentage points. We expect spring enrollment to be weaker. There are a number of freshmen who did not come to campus in the fall semester and applications for fall are down nationally.
- COVID-19 vaccines are currently being created and approved. They are 100 percent effective in preventing major sickness and 95 percent effective in showing no sickness. We think that the first group of healthcare workers will be vaccinated in December and we will move forward based on the state's protocol. Spring semester will not be that different from fall semester. The summer semester is an unknown because it is based on vaccine distribution.
- We think fall is going to be much better. Paydar is asking all deans to begin offering fall 2021 courses in-person if that is the layout of the course. We are optimistic that this will stick but we will have contingency plans.
- This is the year where legislators determine the budgets of states. The first step is commission for education. The state took five percent from the top of all budgets of all universities this year. They have since added two percent of new funding to that cut. They redistribute that based on an equation about how the universities have evolved in the last six years and how many degrees have been issued by the institution and how many students at-risk have graduated during this period. Some universities lose budget and some gain budget.
- We have gone from 19.8 percent to 39.5 percent, which will increase our state appropriation by 10 percent. This is significant, but this is only the first step. A revenue forecast will be coming in from now to April and we will adjust based on the outcomes.
- There will be a dawn that breaks after the pandemic and we need to be ready for it. Paydar met with the COVID-19 planning task force chairs to prepare for the fall. He charged them to look at a post-COVID-19 IUPUI so we can be more responsive and innovative when we put the pandemic behind us. We will be accessing the changes we made during this time and decide what to keep and what to change back.
- Paydar thanked everyone for all they have done during this year.

Agenda Item V: Updates / Remarks from the IFC President

John Watson, President, IUPUI Faculty Council

Watson reported that the University Faculty Council meets this coming Monday, which will be live broadcasted. They are voting on proposed changes for the policies on leaves for academic appointees. A working group was formed to evaluate these policies, comprised of Margie Ferguson and Rachel Applegate. Currently there are five separate policies on leaves. The goal was to amend the policies by bundling them into a single policy and update the general language. The substance will not change.

Agenda Item VI: Call for IFC or UFC Standing Committee Reports

There were no Standing Committee Reports.

Agenda Item VII: [Discussion Item] COVID-19 Annual Review Supplement

Margie Ferguson, Senior Associate Vice Chancellor for Academic Affairs

Rachel Applegate, Assistant Vice Chancellor for Faculty Affairs

[Circular 2020-19](#): COVID-19 Annual Review Supplement (See appended document.)

Ferguson reported on the following:

- We had concerns about how faculty can appropriately document the challenges of this year. There is a general acknowledgement that faculty have been working harder than ever under the current circumstances by creating learning in different settings. We understand that faculty have devoted different amounts of time to different areas of teaching than usual.
- Ferguson gave a reminder that there's an opportunity for faculty to stop the tenure clock.
- This is an opportunity for faculty to think about how the pandemic affected them and document those effects in the COVID-19 Annual Review Supplement document. It can also be used to suggest ideas that faculty may find useful and acknowledge the challenges that have occurred.
- You can use this to think about your distribution of effort compared to a normal year, then have a conversation with your chair about this impact.
- Be aware that the breadth of the impact is broad, and we want these documented. Faculty have different chairs over time, so this is a reason to honor and acknowledge this additional work for future years.
- This is not a requirement but is supposed to ultimately benefit faculty. Department chairs should know that it is important to assess faculty in the context of which they have been working this year, and we hope that this document will do that.

Applegate reported on the following:

- Once we have the document finalized, it will be distributed in various ways.
- We tried to think about all the ways people have been impacted this year and the form goes through several options to reflect this.
- If you search for Digital Measures on [One.IU](#), this is where the form can be added in the "Supplemental" section.
- If you did something amazing, like changing a course's format completely, also add this document to the "Teaching Innovation and Curriculum Development" section.
- In the School of Medicine, there is a slightly different format for the form.
- Please do not think that you are alone in having things happen to you this year. For example, almost half of our pre-tenure faculty are taking an extension year.

Agenda Item VIII: Question / Answer Period

Deborah Stiffler, IUPUI Faculty Council Vice President

The following questions were received:

- Can you give us some information about the coverage of mitigation testing across campus? Some faculty and staff are being tested at a higher rate than others.
 - Paydar answered that the Medical Response Team decides how many people to test and from which areas. Testing results from the previous week help determine this. For instance, if the positive cases are up in the residence halls, we may decide to test more students from residence halls. This is also the case for faculty and staff. Certain schools are not being targeted, but because it is random, several people have been tested multiple times and some have not been tested at all. There were a couple of weeks in the semester where MRT decided that those who work in research should be tested at a higher percentage rate. Going forward, the number being tested is going to increase. If you are not working on campus, you should not only be coming for the test and can submit an exemption.
- For next fall, when we're getting back to normal, will we be social distancing in the classroom? Do we expect to offer 13- and 16-week courses again? Will we have the six-week winter session?
 - Paydar answered that he thinks it's a good idea to keep the winter session for our students. That will probably stay. Also, we will probably still have the 13- and 16-week courses. The plan for fall 2021 is that people can sit next to each other, but it's a function of if we can get the vaccine. If the vaccine will come in January and 70 percent of our faculty, staff, students take the vaccine, we will plan for no physical distancing in classrooms. We will switch back to distancing if we do not have vaccine updates in June.
- How accurate are the saliva tests?
 - Paydar said that he has been told they are accurate, between 80 and 90 percent and above. We are assuming that they are accurate enough for what we want to do. There are certain tests that have a higher accuracy, but we are going to testing the masses and our rate is good enough to do so.
- Will schools be adapting the COVID-19 Annual Review Supplement forms?
 - Ferguson said that we have been in consultation with schools and decided that the form can be global and universally adaptable. Our preference would be to use this document to simplify the review process.
 - Applegate noted that schools oversee the annual review process and there are some ways that the form can be adjusted. We have not heard any objections to this form, though.
- Will vaccines be required?
 - Paydar said that he is not sure we are there yet, since the vaccine is seeking emergency approval. He does not see us requiring it this coming semester. We want to get results from the scientists. We may require it a year or so from now once we have confidence in the side effects.
- How do we give credit to faculty who teach over the winter session?
 - Paydar said that schools need to address this for fairness.
- What mitigation testing numbers should be expected for the spring per week?
 - Paydar said that regional IU campuses send tests out to external labs. IU Bloomington and IUPUI use on-site labs. This week, 10,000 faculty, staff, and students were invited to be tested and 4,500 registered. The issue is not the labs, but the staffing. He has been assured that we should be able to accommodate 10,000-15,000 tests per week.
- Will there be ADA accommodations?
 - Ferguson said that department chairs should consider, given the lack of raises and challenging work environment, taking a 3-year average for merit raises. In each case, faculty have worked with chairs without having a formal COVID-based ADA accommodation. There will be opportunities for ADA accommodations based on guidelines from the CDC.

Agenda Item IX: Unfinished Business

There was no Unfinished Business.

Agenda Item X: New Business

There was no New Business.

Agenda Item XI: Report from the IUPUI Staff Council

Lindsey Mosier, President-Elect

There was no report.

Agenda Item XII: Final Remarks and Adjournment

With no further business appearing, Stiffler reminded the members that the next meeting is January 12, 2021.

Minutes prepared by Rachael Dillon, program coordinator of the Office of Academic Affairs
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COVID-19 Annual Review Supplement

COVID-19 Impact Checklist:

Leaves taken during 2020: Include dates for each leave.

Click the boxes below that apply:

- Changed **format for a course**: Describe which courses and how many sections.

- Attended **teaching training** (e.g., CTL workshops; certificate?).
- Mentored** adjuncts or other faculty in making their own teaching adjustments.
- Taught **additional sections** (paid overload or not?).
- Created a new course (e.g., for the short session).
- Had **additional one-on-one** meetings with students (compared to usual semester)
- Revised student **internships/practica**.
- Invited presentations or workshops were **cancelled** (e.g., a group had invited you to come speak and that was cancelled. Conference-related presentations/workshops are a different bullet point.
- Your **mentor** could not meet with you as usual.
- Conference papers were **not reviewed** (i.e., you had no chance to get an acceptance. This is different from a proposal being reviewed and accepted, but the presentation being cancelled.)

- Conference paper presentation **moved online or other**: Describe below if you had the chance to present live, provide a copy of a paper, etc.

- Collecting data** for research was interrupted (e.g., you had planned focus groups).
- Sabbatical cancelled** (delayed).
- Research **travel (for data gathering or exhibits)** cancelled.
- Research partnerships** were hampered (e.g., co-authors could not meet or had their work impacted).
- Research workers** were unavailable (lab technicians, student workers, grad students, postdocs)
- Grant proposals** had a **delay in submission or reviews**.
- Article/journal** (or book) submissions had a **delay in submission or reviews**.
- Attended additional** workshops/webinars on research (e.g., updates from major agencies).
- Granting agency/organization cancelled or **reduced overall funding**.
- Personal or family **sickness or death** due to COVID-19 or complications.
- Household member **lost a job** or had partial or full work **furlough**.
- Family **childcare** disrupted.
- School-age** children at home.
- Caregiving for parent or elderly person** at home.
- Other (Please describe below; be brief).

Finally, estimate the relative percentage of time allocated to Research, Teaching, or Service during the spring, summer, and fall of 2020, regardless of what your assigned workload was for each term. Each row should normally add to 100%.

Semester	Teaching %	Research %	Service %	Total %
Spring 2020				
Summer 2020				
Fall 2020				

Any other items or comments?