Indiana University-Purdue University Indianapolis
Indiana University Faculty Council (IFC)
Minutes
October 4, 2016 ~ Campus Center Theater (Lower Level) ~ 3-5 p.m.


Agenda Item I: Welcome and Call to Order
IUPUI President Rachel Applegate called the meeting to order at 3 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 Business for the Day.

Agenda Item III: Approval of the IFC March 1, 2016, Minutes
Minutes of the March 1, 2016, meeting were 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

- Chancellor Paydar reported to the members that since the last meeting, several faculty have received grants or sponsored programs. He highlighted a few of the programs.
- The dedication of North Hall took place September 7, 2016. Given the overwhelming interest in this new facility, a needs study will take place to determine if additional on-campus student housing is warranted.
- Groundbreaking for the School of Dentistry addition was presided over by President McRobbie on September 23, 2016. The addition will be named the James J. Fritts, D.D.S. Clinical Care Center after Dr. James Fritts, a 1965 graduate of the dental school.
• President McRobbie’s State of the University highlights included:
  o President McRobbie has requested a 5-year review of the Responsibilities for Center Management (RCM). Administrators and faculty governance will be involved in this process.
  o Fred Cate, vice president for research, and others have been charged with reviewing policies and procedures that create issues for faculty/staff, i.e., travel, and making changes where needed.
• The Welcoming Campus Initiative Town Hall meeting was held on September 7. Over 100 individuals participated in the half-day discussion. A multifaceted survey involving students will take place to learn about issues of concern to them.
• IUPUI’s ranking has risen, according to U.S. News and World Reports. IUPUI is recognized for its work in the area of service and learning communities among Tier I universities.
• IUPUI has again received the President’s Higher Education Community Service Honor Roll for work with the community.
• An estimated 10,000 people took part in the annual IUPUI Regatta on September 24th.
• Important dates for the IUPUI campus include:
  o October 11, the first in a series of Chancellor’s Diversity Lectures
  o November 1, the State of the Campus Address

Agenda Item V: Updates/Remarks from the IFC President
Rachel Applegate, IUPUI Faculty President

• As a follow-up to Chancellor Paydar’s remarks, President Applegate let members of the council know if they would like to contact the working group charged with reducing administrative barriers to academic excellence, they could do so by:
  o Email at better@iu.edu
  o Via the committee’s website, https://better.iu.edu
• President Applegate encouraged members of the council to follow safety guidelines for all emergencies.
• The Multicultural Center is gaining in popularity as being a safe haven for not only students but also faculty. The director of the Diversity Council is working on multiple outreach programs across campus.
• President Applegate members to review the handout regarding the Chancellor’s Academic Honors Convocations awards. Deadlines are fast approaching, and thought should be given to nominating members of the faculty as well as staff for consideration.
• The University Faculty Council will be discussing standards around faculty engagement or presence on campus. The standards are included as part of the bicentennial strategic plan. Discussions will take place on campus later in the year which will include the topics of faculty development and ways in which students can be better served.

Agenda Item X: Question/Answer Period
• An additional discussion followed about the Multicultural Center and the sense of safety experienced by LGBTQ faculty and students within the center.

Agenda Item VI: Report from Auxiliary Services and Event and Conference Services
• Mark Volpatti, interim associate vice chancellor for finance and administration, outlined for the members the process for and answered questions about textbook orders.

**Agenda Item VII: Report on Campus Safety**

• Camy Broeker, interim vice chancellor for finance and administration, reiterated President Applegate’s message about campus safety. She continued by sharing information about changes and gains in understanding about the overall process that were made by recent drills. Those include:
  o Emergency building coordinators and backup coordinators have been identified for each building.
  o Evening coverage by coordinators may vary due to staffing demands.
  o A better understanding of building safety procedure is needed.
  o Areas where alarms didn’t operate or were difficult to hear will be improved.
  o Development of an app which provides safety information will be explored.
  o Investigate the need for radios or other devices to be used by emergency building coordinators to allow for better communication.

• Additional questions were brought forward and answered by Ms. Broeker. Updates on expanded campus safety initiatives will be provided at a later date.

**Agenda Item VIII: United Way Campaign Report**

• Stephen Viehweg and Christine Fitzpatrick, co-chairs, United Way Campaign, provided information about the ongoing United Way campaign. Their presentation is appended hereto.

**Agenda Item IX: [First Read] Slate of Nominees for At-Large Representatives to the IUPUI Promotion and Tenure Committee**

• Marianne Wokeck, chair, Faculty Affairs Committee, reviewed the slate of candidates with the council members. She informed members that in the upcoming election, a single candidate will be chosen.

**Agenda Item X: Call for IFC or UFC Standing Committee Reports**

• Elizabeth Whipple, chair, Technology Committee, presented her report to the council, a copy of which is hereto appended. Questions from the audience, especially about the recently adopted software program designed by Digital Measures (Activity Insight) (previously the Faculty Annual Report) were proffered and answers provided.

**Agenda Item XI: Unfinished Business**

• There were no unfinished business items.

**Agenda Item XII: New Business**

• There were no new business items.

**Agenda XIII: Report from the IUPUI Staff Council**

Barb Hanes, first vice president, gave an overview of recent events/developments:

• Employees were recently honored for service and achievement at the Chancellor’s Employee Recognition Convocation on September 21st. Additional information can be found at [http://inside.iupui.edu/spotlights-profiles/faculty-staff/2016-10-04-employee-recognition.shtml](http://inside.iupui.edu/spotlights-profiles/faculty-staff/2016-10-04-employee-recognition.shtml)
Applications for the Professional Development Grant were reviewed and five were awarded. Staff are encouraged to apply; the next deadline for submission is December 1.

Agenda XIV: Final Remarks and Adjournment
With no further business appearing, a motion was made to adjourn. The motion passed and the meeting was adjourned.

Minutes prepared by Academic Affairs Coordinator, Lori Klosterman
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Proud supporter of

United Way

United Way of Central Indiana

2016 IUPUI United Way Campaign

Celebrating and supporting IUPUI’s connections with the community
Text moment to 51555 and follow the link
**CAN YOU REALLY MAKE A DIFFERENCE?**

Picture a community where children, individuals, and families thrive; neighbors care for each other; and we are proud of all our residents’ quality of life. At United Way, we think that sounds pretty great, too! And with your help, this vision can become a reality.

### EDUCATION

**WHERE WE WANT TO BE**
- 80% of Central Indiana children care centers are high quality
- 90% of Central Indiana 3rd graders are at grade-level reading ability
- 99% on-time high school graduation rate for all Central Indiana students

**HOW YOU CAN HELP!**

5 co-workers + YOU + 1 week for a year = a child receives more than 1 month of high-quality preschool.

### INCOME

**WHERE WE WANT TO BE**
- Reduce the percentage of financially unstable families in Central Indiana to 25%

**HOW YOU CAN HELP!**

5 co-workers + YOU + $1 week for a year = one-on-one financial and employment coaching that can help a family reach financial stability.

### HEALTH

**WHERE WE WANT TO BE**
- Reduce the childhood obesity rate in Central Indiana by 12% by 2025
- Improve state health rankings for Central Indiana counties

**HOW YOU CAN HELP!**

5 co-workers + YOU + $1 week for a year = a child receives 6 months of nutritious snacks.

### BASIC NEEDS

**WHERE WE WANT TO BE**
- Ensure that the basic needs of Central Indiana residents are met

**HOW YOU CAN HELP!**

5 co-workers + YOU + 1 week for a year = a stocked food pantry for 1 week.

Our goals are bold, but they are attainable with your help. By giving, advocating, and volunteering, we can make real, lasting change in Central Indiana. Check out uwci.org to learn more about how you can get involved!

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**INDIANA UNIVERSITY—PURDUE UNIVERSITY INDIANAPOLIS**
CAN ONE DOLLAR MAKE A DIFFERENCE?
What happens when you give $1 a week to United Way?

EDUCATION
5 co-workers + $1 week for a year =
a child receives more than 1 month of high-quality pre-K

INCOME
5 co-workers + $1 week for a year =
one-on-one financial and employment coaching that can help a family reach financial stability

HEALTH
5 co-workers + $1 week for a year =
a child receives 6 months of nutritious snacks

BASIC NEEDS
5 co-workers + $1 week for a year =
a stocked food pantry for 1 week

Check out uwci.org to learn more about how you can get involved!
2016 IUPUI United Way Campaign

Email Invitation to Pledge

Upcoming Events
October 29, 2016 – IUPUI Day of Caring
October 31, 2016 – Silent Auction and Fall Dessert Showcase in the Campus Center

Stay Connected
Email: uway@iupui.edu
On Facebook: IUPUI United Way Campaign
On the web: http://www.unitedway.iupui.edu
Campaign Ambassador
Proud supporter of

United Way

United Way of Central Indiana

2016 IUPUI United Way Campaign

Celebrating and supporting IUPUI’s connections with the community
Technology Committee Report to IUPUI Faculty Council

10/4/2016

The Technology Committee shall examine overall planning, use, and funding of technology at IUPUI; and advise and act as liaison with administration, as well as faculty and other technology committees including those which are university-wide.

As in the previous years, the Technology Committee will work with UITS on updates on a variety of technology tools, such as the BLUE course evaluation system, Canvas, the eDossier System, and teleconferencing and videoconferencing options.

We will work closely with the Distance Education Committee on issues relating to IU Online and hear from the UITS Learning Spaces & Technology Services and raise questions of how we can help with better coordination between the registrar’s office to make sure that faculty are in classrooms with the appropriate technology, and that faculty know how to use the technology. This is one of many examples of the need for better communication between faculty and UITS. Often faculty on the committee have felt as if, instead of being liaisons between UITS and the faculty, we are more just relaying what has been decided vs. having a say as plans are forming.

We do have an embarrassment of riches here at IUPUI when it comes to technology, and I don’t think UITS is purposely trying to make our lives more difficult; but sometimes (or often) I know that faculty wonder where their voice really is in the decisions made around technology.

As chair, I am hoping to be proactive moving forward, and as we meet with groups on various technology topics, to poll the committee members beforehand for questions, so the people we meet with are prepared to answer the questions that come up. This may also help it to be a more open, productive dialogue and get satisfactory answers, or at least answers, to questions.

I also want to encourage all faculty members, if they are interested in technology, to consider looking at the pilots on next.iu.edu. UITS relies heavily on feedback and data from these pilots, and they make the best decision based on the data they have—but if only a few people test out the pilots, there is less data to use to make an informed decision. This is one place where your feedback may have direct influence on which technology tools IU decides to pursue (or not pursue).

I’ve mentioned some of the technology topics we will cover this year, but also look to you, the Faculty Council, for any ideas, topics, or concerns that you have that you would like the Technology Committee to address for the year.

Thank you,
Beth Whipple, MLS, AHIP
Chair, IFC Technology Committee
Research Librarian
Indiana University School of Medicine
Ruth Lilly Medical Library, 975 W. Walnut St, I8-321
whippleb@iu.edu
Report on Council Actions 2016-17 (per Bylaws Article 1. Section C.3)

These items are included at the end of monthly council minutes.

Items that have been completed by the committees follow the Assignments for committees.

Committee Assignments

Academic Affairs Committee
- Student Achievement Record - part of Comprehensive Student Record Project - http://www.aacrao.org/resources/record
  - Invite Mary Beth Myers and Gil Latz to EC meeting to discuss project. Key issue is whether student can/should be credited for learning on “achievement record” (co-curricular transcript) if there already is a RISE designation on transcript.
- Potential Policy on Credit Hour Overlap Between Minor to Major or Major to Second Major (Porter email of 5-14-14) (Reported at February 3, 2015, IFC Meeting: The committee concludes that the academic units should have such policies and is generating a draft.)
- Potential “refreshing/updating” of Principles of Undergraduate Learning. [Partner with Undergraduate Affairs Committee.] Can they be integrated with Principles of Co-Curricular Learning?
- Possible consideration of pre-proposal phase for new academic degree programs
- Possible policies for consistency across academic units (Matt Rust, Kim Lewis, David Malik)
- Policy on the use of transcribed credits being counted for award of both major and minor programs
- Action on inclusion of required statements and policies in all course syllabi
- Consider the memo from the Student Affairs Committee regarding “Academic Standing Policy: Probation, Dismissal, Reinstatement (PDR)”

Budgetary Affairs
- Banded tuition results
- Performance funding / any legislative teams
- Beautifying campus
- Counting School of Medicine percentages for governance and assessments

Campus Planning Committee
- Monitor strategic plans
- Monitor how committee / task force approach for working on strategic initiatives is itself working.
- Campus Conversations
- Review and comment on Continuing Student Campus Survey
- Review and comment on PULSE surveys (e.g., campus safety, diversity, common theme).
- Request updates on implementation of IUPUI Strategic Plan and Welcoming Campus Initiative. Report concerns to IFC.
- Guidelines for building signage
- Work with Faculty Affairs Committee on School of Medicine tenure, practice plan, and compensation

Constitution and Bylaws Committee
- Verbatim Minutes: The IFC-EC passed a motion (on November 15, 2012) to change the bylaws as follows. The C&B Committee needs to formally present the motion to the IFC.
  - The Faculty Council Executive Committee recommends that the Constitution and Bylaws Committee change the wording in the bylaws to reflect that verbatim minutes of full council meetings is no longer needed as long as the meeting is audio recorded. The Faculty Council Coordinator will continue to take written minutes and audio record the meeting.
- Metropolitan Affairs Committee: The committee has been inactive for several years and no member appointed. Does it still need to be a committee of the IFC?
- Review Constitution Article 1. Faculty Membership. Section A1. to reflect members of the faculty are those whose tenure home is IUPUI regardless of where they primarily work.
- Email voting: Review instances
- Recognition of Honors College
- Undergraduate Curriculum Advisory Committee: Provide wording to remove from the bylaws.
Time limit for a Board of Review: The IFC-EC passed a motion to change the bylaws as follows. The C&B Committee needs to formally present the motion to the IFC.

The Faculty Council Executive Committee moves to change the IFC Bylaws to reflect that Boards of Review should:

1. Be held with the Grievant in person (i.e., SKYPE or another video conferencing mechanism should not be used). Witnesses may reply in writing to questions drafted by the board if they are not able to attend so that the hearing is not unreasonably delayed.
2. In the motion approving the appointment of a board of review, the Executive Committee should specify a reasonable time period during which the hearing should be conducted. The period allowed should take into account the timing during the academic year (for example, a longer period may be required if the BOR is approved shortly before the summer) but should not generally exceed six months.

Allow use of Senior Academy faculty when considering composition of Boards of Review (Assigned per IFC-EC at 5-21-15 meeting).

Distance Education Committee
- Review ePort/Taskstream transition
- IU Online fee usage and student services, online testing, residency (how courses are counted)
- Monitor testing and validation on testing performed through IUPUI Testing Services office
- Monitor Graduate Faculty Council for graduate-level policies
- Video technologies for conference calls

Faculty Affairs Committee
- Review draft Adjunct Faculty Policy/Procedures for Promotion (On 4-21-14 committee agenda. Lavitt gave to Koskie on 2-2-15 by email. Will be addressed at the September 2015 meeting.)
- Sexual Violence Prevention Rules – Review edits to University Faculty Council policy
- Promotion for NTT classifications (balanced case?)
- Discuss the creation of a subcommittee of the Faculty Affairs Committee and the campus P&T Committee to review core school policy of P&T at IUPUI.
- School of Medicine tenure, practice plan, and compensation
- Counting School of Medicine faculty FTE
- Possible consideration of new NTT faculty appointment/title: Assistant/Associate Professor of Instruction
- Policies for use of faculty data present in Activity Insight/Digital Measures (e.g., can it be accessed by Office of Community Engagement for reporting on community-engaged research?)
- NTTF Task Force Report
  - What are the questions that kept the vote from moving forward? What are the answers to those questions? (See also the note under the Campus Planning Committee.)
  - Should a discussion of NTTF serving on the IFC be taken back to the council for a vote? The vote was tabled in May 2015. The School of Medicine doesn’t understand why it was tabled.
  - Next steps?
- How does the core school promotion and tenure process affect IUPUI faculty? (At the request of John Hassell.)
- Assign a faculty member to serve on the Campus Center Advisory Committee (along with Rob Wolter of E&T).
- Discuss the need for an “ombudsteam” for faculty grievances.
- Monitor impact on faculty and campus from changes in School of Medicine operations. Make recommendations for responding to changes.
- What does the word “faculty” mean in policies in the Faculty Guide? Who are the policies for? (“Faculty” appears to mean something different depending on the policy.)
- Emeritus policy: Discussion of including lecturers.
- Review and suggest new language for the emeritus policy to include lecturers
- Review and report on IUPUI Guidelines for Faculty Work Arrangements.

Faculty Guide Committee
- Review the Faculty Guide to identify any policies that are potentially outdated and recommend to the IFC that the identified policies be assigned to the appropriate council committees for currency review.
Fringe Benefits Committee
- Benefits: Keep pushing to get the message out about benefits in a timely manner.
- Get the word out to faculty: Clinical Care Services at IUPUI (http://hr.iu.edu/benefits/CCServices/index.html)
- Comparison of benefits for IUPUI and IUB faculty.
- Maternity and Family leave
- Benefits for part-time faculty
- How does the IUPUI benefits plan compare to other institutions?

Library Affairs Committee
- Continue to monitor Open Access usage, faculty feedback, strategies to increase usage and implement improvements if necessary.
- Online Journals: Confirm that knowledge base document is available and students on other campuses have access to online materials.
- Link open access uploading to Activity Insight.
- University Library budgetary concerns: Advocate for increase in budget.
- Thesis depositing: Graduate Faculty Council
- Library Renovations (from President’s Retreat 2016)

Research Affairs Committee
- Timeline for search for VC for Research
- Role of the VC for Research in promotion and tenure proceedings.
- Policy Reviews:
  - Dual Use Research of Concern: http://policies.iu.edu/policies/categories/research/IU-Research-Policies/durc.shtml
- Policy on Centers and Institutes
- Update on the transparency and funding of programs
- Indirect Cost Recovery guidelines to the IFC.
- Center designation process – inventory of active/inactive centers as a first fact-finding step.
- IUCRG Program – faculty input into future directions/funding priorities if the program continues.

Staff Relations Committee
- Overtime / FLSA
- Political Activism
- HR 2020

Student Affairs Committee
- Review of sexual misconduct policy brought forward by the UFC
- Diversity
- Academic Misconduct
- Off-campus student conduct (note new Greek policy)
- Update the Academic Misconduct portion of the Student Code of Rights, Responsibilities, and Conduct
- Monitor campus pedestrian safety
- Campus climate for adult learners
- Review of RISE Program Proposal for Formal Student Recognition and Awards

Technology Committee
- Need nominees for University Faculty Council ad hoc co-committee
- Review usage of Activity Insight.
- Review BLUE pricing and use.
- How does the committee become informed about policies, guidelines, recommendations, proposed technologies, etc., and how can it provide input before a decision is made? (The committee remains frustrated with lack of input)
into decisions about technology and paucity of communication once decisions have been made. Keep on agenda for 16-17.)

- Updates on new classrooms and classroom technology: Need better coordination with the registrar (classroom scheduling) so that faculty who need technology are given the classrooms that are appropriate.
- IU Online: Issues surround fees, support, faculty control over the curriculum, technology, instructional design, etc.
- Review usage of eDossier System
- IU’s Videoconferencing Strategy: Are faculty clear about what is being proposed and whether it fits their needs?

**Items Completed:**