Indianapolis Faculty Council (IFC)
Minutes
March 6, 2012 ~ Campus Center, Room 409 ~ 3:00 – 5:00 p.m.


Agenda Item I: Welcome and Call to Order
IUPUI Faculty Council President, L. Jack Windsor, called the meeting to order at 3:00 p.m. Vice President Jeff Watt was not in attendance due to a death in the family and the parliamentarian was out of town. Therefore, the president of the faculty conducted the meeting.

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: Updates/Remarks from the Chancellor
Charles R. Bantz, Chancellor

Chancellor Bantz gave the following report:

- Series of visitors: The United States Secretary of Energy to visit The Industrial Institute. Sun Yat Sen will send thirty-five to forty administrators here for two weeks for a training program from the Center for Teaching and Learning.
- IUPUI Research Day is April 13. The Director of the NSF will be in attendance as the keynote speaker.
- TRIP Showcase is March 22 in the University Place Hotel’s Scholar’s Hall. The guest speaker is Distinguished Professor Howard Giles of the University of California at Santa Barbara. His focus is on intergroup communication and his lecture will focus on police departments working with each other. Registration is available online.
- The IU Foundation met recently at the hotel with their speakers, John Ford and John Cash, who were the first to raise a billion dollars for Stanford University.
- The School of Public Health search committee has begun meeting and they will be identifying a search firm. An application has been submitted to the Commission on Public Health to get permission to say the campus has established a school.

- General Assembly Updates:
  - There is a bill to modify the Boards of Trustees’ provisions at Ball State and Indiana University to prevent having a Board of Trustees meeting at least three days before commencement in May. This is a state law and the universities want to stop it.
  - Mandatory retirement: This bill will probably not go forward.
  - SASY is being rolled into the Commission for Higher Education.
  - Public records died.
  - Imminent domain died.
  - Higher Education Employment Age limits died.
  - Virtual course instruction died.
  - Special license plates abolishment died.
  - Requirement for 120 credit hours maximum – Bantz feels this will become true whether passed as law or not.

- Summit League – The men’s basketball team was unsuccessful in getting past the first round. The women’s team won the first round, but lost in the second round.

**Agenda Item IV: Updates/Remarks from the IFC President**  
L. Jack Windsor, President

President Windsor gave the following report:

- The sixty-five year age rule may not pass at the state level, but at the University Faculty Council (UFC) level, the policy is still active. IU East passed a motion that stated the campus did not support the policy as IUPUI did.

- UFC: The UFC is moving forward with its reform policy. A second read will be at the next meeting. An ad hoc committee on benefits has been appointed with Vice Presidents Neal Theobald and Dan Rives. Dominique Galli and Jack Windsor serve on the committee and is charged to report back to the IFC Fringe Benefits Committee. It was suggested that a report by Galli be given at each IFC meeting to keep everyone informed.

- Student Information System Phase I Report still welcomes comments on the document. Phase III is about to move forward. The Faculty and Staff Relations Committee will be meeting about the changes to keep abreast of the situation. Most of the savings in the program come from personnel cost.

- The search for the Executive Vice Chancellor and Dean of the Faculties and the Assistant Vice Chancellor for Human Resources are meeting and moving forward.

**Agenda Item V: [Information Item] Announcement of Election Results for Faculty Board of Review, and Faculty Grievance Advisory Panel elections and Slates for At-Large Representatives, President, and Vice President**  
Simon Atkinson, Member, Nominating Committee

The following election results and slates were announced:

**BOARD OF REVIEW POOL**  
Elected through January 31, 2014:

Bannatyne, Mark (Engineering and Technology)  
Bourus, Terri (Liberal Arts)  
Dean, Jeffrey (Dentistry)
Eberl, Jason (Liberal Arts)
Jones, Josette (Informatics)
Parrish-Sprowl, John (Liberal Arts)
Stiffler, Deborah (Nursing)
Watt, Jeffrey (Science)
Wiebke, Eric (Medicine)
Wokeck, Marianne (Liberal Arts)

FACULTY GRIEVANCE ADVISORY PANEL
Elected through January 31, 2014:

Atkinson, Simon (Science)
De Tienne, André (Liberal Arts)
Horton-Deutsch, Sara (Nursing)
Schild, John (Engineering)

IUPUI FACULTY COUNCIL: SLATE FOR AT-LARGE REP (TEN/TENURE TRACK)
Term: June 2012 through June 2014
Need to elect 16; number to slate 32. All have agreed to be on the slate.
Election to be held electronically as soon as possible after March 6 IFC meeting.

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IUPUI FACULTY COUNCIL: SLATE FOR AT-LARGE REP (NON-TEN/TENURE TRACK)
Term: June 2012 through June 2014
Need to elect 10; number to slate 20. All have agreed to be on the slate. Staggered terms will be established. Election to be held electronically as soon as possible after March 6 IFC meeting.

Alfrey
Anliker
Contino
Evans
Henriksen
McKenna
Meek
Molinder-Hogue
Phillabaum
Renshaw
Rieger
Russo
Sabol
Schumm
Taber
Tessier
White
Woodahl
Yip-Schneider
Yoshimoto

IUPUI FACULTY COUNCIL: SLATE FOR PRESIDENT AND VICE PRESIDENT
Term: June 2012 through June 2014
Election to be held at April 3, 2012, IFC Meeting

For President:

Windsor
Wooden

For Vice President:

Berbari
Boukai
Burr
Orme

Agenda Item VI: [Action Item] Administrative Withdrawal Policy
Eric Wright, Chair, IFC Academic Affairs Committee
Circular 2012-06: http://www.iupui.edu/~fcouncil/committees/academic_affairs/administrative_withdrawal_policy_final_3-6-2012.pdf

The policy was introduced as followed:


**ADMINISTRATIVE WITHDRAWAL POLICY**

**Preamble**
Attendance has been proven to be a key factor in academic success. Faculties of IUPUI are supportive of all course coordinators' and instructors' efforts to ensure that students in their courses are attending course meetings and/or participating in required course activities.

**Policy**
This policy is effective for courses that are at least 6 weeks in duration. Students who miss more than 50% of an undergraduate course meetings and/or required activities during the first 25% of the course duration may be administratively withdrawn from that course unless documentation of contact with their course instructor, academic unit or academic advisor is provided. Students enrolled in Undergraduate courses may be administratively withdrawn regardless of their class standing. This Administrative Withdrawal Policy is effective for all students enrolled in undergraduate level courses and is subject to the following provisions:

- The Administrative Withdrawal Policy must be included in the course syllabus with specific language about the policy (see recommended language below). Students must be informed that their administrative withdrawal may have an impact on their Financial Aid awards and/or student visa status.
- The course instructor initiates the administrative withdrawal process and has the right to stop the process at any time. Students will be notified by the Office of the Registrar prior to being administratively withdrawn from a course.
- Administrative withdrawal will take place after the fee refund period. Students who are administratively withdrawn from the course will not be eligible for a tuition refund.
- Administrative withdrawals will be managed through the student performance roster. Administrative withdrawal attendance values will be available after the refund period for each course. Faculty will submit requests to administratively withdraw by selecting the appropriate attendance value:
  - Administratively withdraw – Some attendance
  - Administratively withdraw – No attendance
- Academic units may establish an Administrative Withdrawal Policy more restrictive than provisions outlined in this policy. It is the responsibility of the academic units to communicate their policy to their students and put this information in the course syllabus.

The Registrar’s Office will maintain data on the number of administrative withdrawals for each course.

Revised and Approved by IFC Academic Affairs Committee March 6, 2012

**Language to be included on the syllabus:**

Administrative Withdrawal: A basic requirement of this course is that you will participate in all class meetings and conscientiously complete all required course activities and/or assignments. Keep in touch with me if you are unable to attend, participate, or complete an assignment on time. If you miss more than half of the required activities within the first 25% of the course without contacting me, you may be administratively withdrawn from this course. Example: *Our course meets once/twice per week; thus if you miss more than two/four classes in the first four weeks*, you may be withdrawn. Administrative withdrawal may have academic, financial, and financial aid implications. Administrative withdrawal will take place after the full refund period, and if you are administratively withdrawn from the course you will not be eligible for a tuition refund. If you have questions about the administrative withdrawal policy at any point during the semester, please contact me.

*Faculty should tailor the italicized statement and indicate the number of class meetings or required activities that fit the syllabus for their section.

Revised and Approved by IFC Academic Affairs Committee March 6, 2012

The motion came out of committee so no approval was needed. A vote was taken and the motion passed.
Agenda Item VII: [Action Item] Bachelors of General Study
Eric Wright, Chair, IFC Academic Affairs Committee

The policy was introduced as followed:

IFC RECOMMENDATION REGARDING THE FUTURE OF THE BACHELOR OF GENERAL STUDIES AT IUPUI:

Beginning August 1, 2012 and through June 30, 2015, Indiana University should transfer the degree conferral of the Bachelor of General Studies program at IUPUI to the Indiana University School of Liberal Arts. Academic oversight will continue to be provided by a campus-wide faculty advisory committee. In early 2015, the academic oversight and administrative structure should be reviewed and reconsidered. Future decisions will need to be completed by March 2015 for August 2015 graduates.

Approved by IFC Academic Affairs Committee, February 9, 2012

Questions:
- Schneider asked for next steps. Wright said as the School of Continuing Studies has been reconfigured, the campus will need to do what is in the policy and then an assessment will be done in three years.

The motion came out of committee so no approval was needed. A vote was taken and the motion passed.

Agenda Item VIII: [First Read] Student Code of Rights, Responsibilities, and Conduct, Part V
Robert Yost, Chair, Student Affairs Committee
Circular 2012-08: http://www.iupui.edu/~fcouncil/committees/student_affairs/studcode_part5_draft.pdf

Yost reported the Code was divided into two parts. The process was discussed at this meeting, and at the next meeting, the procedures would be brought forward.

There was no discussion. A second read and vote will occur at the April 3 IFC meeting.

Agenda Item IX: CIC Statement on Publishing Agreements
David W. Lewis, Dean, University Libraries
PowerPoint: http://www.iupui.edu/~fcouncil/documents/pps/cic_and_etext_3-6-12.pdf

Lewis presented the PowerPoint and discussed the following:
- The agreement allows the author to retain rights that should be attached to the publisher’s right agreement that is sent back to the publisher.
- The rights are as follows:
  - The Author shall, without limitation, have the non-exclusive right to use, reproduce, distribute, and create derivative works including update, perform, and display publicly, the Article in electronic, digital or print form in connection with the Author’s teaching, conference presentations, lectures, other scholarly works, and for all of Author’s academic and professional activities.
  - After a period of six (6) months from the date of publication of the article, the Author shall also have all the non-exclusive rights necessary to make, or to authorize others to make, the final published version of the Article available in digital form over the Internet, including but not limited to a website under the control of the Author or the Author’s
employer or though digital repositories including, but not limited to, those maintained by CIC institutions, scholarly societies or funding agencies.

- The Author further retains all non-exclusive rights necessary to grant to the Author’s employing institution the non-exclusive right to use, reproduce, distribute, display, publicly perform, and make copies of the work in electronic, digital or in print form in connection with teaching, conference presentations, lectures, other scholarly works, and all academic and professional activities conducted at the Author’s employing institution.

Questions:
- The six months embargo is too short. Lewis said the embargo is a starting place.
- It was asked that the addendum be put on the IUPUI website someplace.

**Agenda Item X: [Information Item]: E-Texts**

David Lewis

Lewis reported on the following:
- There is an IU program that gets e-texts to students. There are others as well, but probably not a good deal. The IU program gives a better deal to students. It lowers the burden on students. We are trying to start a different model in the textbook industry. We need to find a way to shape the economics of the marketplace.
- All students pay a course fee. The university is able to negotiate arrangements with publishers. Since everyone pays a fee, the cost goes down.
- Students retain access to the content as long as they remain part of the university.
- Publishers are McGraw-Hill; Wiley; Bedford, Freeman, Worth; Norton; Flatworld Knowledge; IU Press; and Harvard Business Publishing.
- [http://etexts.help@iu.edu](http://etexts.help@iu.edu)
- Need to identify a text soon for summer and fall by March 18, 2012, to use an e-text.

Questions/Comments:
- We have offered many publishers to be a part of the program. Some have agreed; others have not. As an example, any book that is electronic with Wiley is available as electronic on this campus.
- Do students like e-books? Lewis said there have been a few studies done that show that students can still print the book in chunks or pay a version up front to print the books. Many students begin to print and end up using it electronically by the end of the semester. If faculty engage with the text, there is usually better use with students.
- What are other institutions saying across the country? Lewis said our model is way out in front of other universities. March 18 is the deadline for the summer and fall. We have been working toward this for a few years so we are farther out in front than others. We are looking at the business model at this point.
- Will course load continue to work with the look and feel of the platform? Lewis said one of the advantages of working with companies is that the platform will get better. If there are problems, let him know and he will work with the companies.
- How are you handling it when the textbook is used over multiple courses? Lewis does not know, but will look into it.
- Will faculty have the textbook as well? Lewis said we should be able to get a copy of the textbook ahead of time for faculty usage.
Agenda Item XI: Update on Reaccreditation for 2012
Trudy Banta, Senior Advisor to the Chancellor for Academic Planning and Evaluation
Website: http://www.iupui.edu/2012/

Banta reported on the following:
- Five chapters of the self-study are in draft form on the web.
- We are taking feedback about what is or is not included in the texts that should be.
- Four town hall meetings are set up. The first was on February 21. Seventy people attended; sixty on our campus and ten watching on video from the Columbus campus.
- March 19 is the next town hall.
- A question was asked about what the logo contains. Banta responded that the logo contains Wood Fountain, Campus Center, a statue at Herron, the Gummer statue at the Glick Eye Institute, and Chihuly glass.

Agenda Item XII: Report from the IUPUI Staff Council
Amanda Shumaker, First Vice President

Shumaker reported on the following:
- March is Staff Council Awareness Month.
- The Legacy Project planting will be in April. Spring plants will be placed at the campus portals at West and Michigan Streets and Porto Allegre and New York Streets.
- The spring blood drive will be held on April 24, 2012.
- Dean Sukhatme was the guest speaker at the last meeting.
- The Staff Council will have a team in the Komen Race for the Cure.
- The SC Newsletter can be found here: http://www.iupui.edu/~scouncil/who/newsletters.html

Agenda Item XIII: Call for IFC or UFC Standing Committee Report
No reports.

Agenda Item XIV: Question / Answer Period

The following question was asked:
- Shared services across domains: There is concern about the centralization issues occurring across campus. It seems we are losing our identity as a separate campus. What is your opinion and is there anything you can do to mitigate it? Centralization is supposed to save us money, but it is not always the best for students. The chancellor responded that there is no question that the Board of Trustees believe there must be cost reductions and efficiencies in administrative functions. The board is heavily influenced by individuals who have significant experience in large companies by creating common platforms. We have occasionally tried to state that centralization is bad for customer service. He agreed that the concern of how we serve students is widely shared, but the argument of centralizing payroll is not going anywhere. It can be delivered and has been approved. What do we care about that is critical to our success? He said marketing and student services affect the single most important revenue source for Indiana University which is student tuition. It is critical that as we proceed we do not impair that. IUB is most vulnerable to this than we are. We have significant differences in revenue streams. These conversations have almost always been focused as “Bloomington is centralizing things.” Bloomington is a campus of Indiana University, not the entire campus. The issue of centralization and the notion of being efficient is something that he hears many times. The transitions will be hard. He encouraged the faculty to give thought to things that are key to their success in their areas. Decide whether you are getting it effectively now and whether there are ways to be more effective going forward.
Berbari asked if there was enough input into the process. Rhodes said we need to protect our identity because although Bloomington can lose more than we can, we can also lose because people feel Indiana University is Bloomington.

**Agenda Item XV: New Business**
- The chancellor reported the 120 credit hour bill passed in the legislature, and the governor will sign the bill.

**Agenda Item XVI: Unfinished Business**
No Unfinished Business.

**Agenda Item XVII: 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
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