Indiana University-Purdue University Indianapolis

Indianapolis Faculty Council (IFC)

Minutes

December 5, 2017 ~ Campus Center Theater ~ 3-5 p.m.


Members Absent: Doug Acheson, Kacy Allgood, Marta Anton, Rafael Bahamonde, Robert Barr, Nicolas Berbaci, Doug Bielmeier, Angela Bruzzaniti, Ken Carow, Ellen Cheroff, Lisa Contino, Theodore Cummins, Mary De Groot, Cornelis De Waal, Gregory Druschel, Valerie Eickmeyer, Rob Elliott, Jennifer Embree, Sasha Fedorikhin, Patrick Gerety, Charles Goodlett, Raymond Haberski, Paul Halverson, Jay Hess, Reinhold Hill, Robin Hughes, Erik Imel, Richard Jackson, Jeremiah Jaggers, Benjamin James, Andy Klein, Daniella Kostroun, Matt Lawson, Jane Luzar, Debra Mesch, Willie Miller, Miriam Murphy, Megan Musgrave, Bethany Neal-Beliveau, David Nelson, Robin Newhouse, Mark Palakal, Amir Pasic, Michael Patchner, Christine Picard, Lynn Pike, Rick Ralston, Eva Roberts, David Russomanno, Dan Rusyniak, Eric Saak, Jim Scheurich, Peggy Stockdale, David Stocum, Rosa Tezanos-Pinto, Jennifer Thorington-Springer, Joseph Unthank, Ruben Vidal, Clark Wells, Elizabeth Whipple, John Williams, Jr., Frank Yang, and Samantha Yeap

Agenda Item I: Welcome and Call to Order
IUPUI Faculty Council Vice President Jeff Watt called the meeting to order.

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 Minutes of the November 7, 2017, Meeting
The minutes of the November 7, 2017, 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

Paydar reported on the following:

- Board of Trustees Meeting: The Multidisciplinary Research and Classroom Building was approved for construction for IUPUI. The 100,000 square-foot facility be another home for the Schools of Science and Engineering and Technology. The School of Informatics and Computing will also have classroom space available. The building will be located on the southeast corner of Blackford and Michigan Streets. Groundbreaking is expected in fall 2018 and ready for occupation in fall 2020. The restructuring of the Schools of Physical Education and Tourism Management and Health and Rehabilitation Sciences was also approved. The new name will be the School of Health and Human Sciences.
- School of Education: The founding dean search has begun, and we hope to have an announcement by July 1.
• Paydar expressed deep concern of the national tax bill that was passed by the federal legislature and said we need to raise our voice when our students and employees are affected. Portions of the bill will affect each in a negative way. The budget has to go through committee now. The Senate bill is friendlier than the House bill. Each branch has to come up with one bill that is presented back to legislature. It is hoped that there are improvements in the final bill.
• For All Campaign Update: The goal is $1.1 billion. At the end of November, $2.1 million had been raised (with IUPUI leading).

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

Applegate reported on the following:
• Reorganization of the Schools of Health and Rehabilitation Sciences and Physical Education and Tourism Management: She reviewed the process outlined in the University Faculty Council policy on mergers and reorganizations. Part of the processes were not followed in the discussion of the merger of the school. Would the merger cause any hardships on the rest of the campus? Because there were very few objections from either school for the merger and it would cause no hardship on the campus, the Faculty Council Executive Committee approved the proposal without coming to the IFC.
• University Faculty Council: Language for sexual harassment cases where faculty are involved was modified when it comes to filing a Faculty Board of Review in University Policies UA-03 “Sexual Misconduct” and ACA-17 “Faculty Boards of Review: Minimum Standards for Uniform Hearing Procedures.” A new vice president for International affairs was named (Hannah Buxbaum). The UFC is looking at career paths for non-tenure-track faculty.
• The IFC will add a section to the Office of Academic Affairs newsletter to inform all faculty members of council actions.
• A survey will go to the faculty in January for interest in service on the Board of Review Pool, the Faculty Grievance Advisory Panel, the Nominating Committee, and the Athletics Affairs Committee. Another survey will be sent in March for IFC committee service. Administrative committees will be added to the committee survey to add wider participation. She encouraged participation on both surveys.

Agenda Item VI: [Information Item] Healthy IU Update
Patty Hollingsworth, Director, Healthy IU

Hollingsworth gave the appended presentation.

Agenda Item VII: [Action Item—Vote] Determination of “N” for 2017-2019
Rachel Applegate
Circular 2017-17: Chart Showing Determination of “N” (appended)

Applegate presented the chart showing “N.” After discussion, a motion was made and seconded that the IFC approve “N” to be 50/51 which would allow for 36 unit representatives for the next two years. The motion passed unanimously.

Agenda Item VIII: Call for IFC or UFC Standing Committee Reports
• Academic Affairs Committee (Mark Bannatyne, Chair): Bannatyne discussed moving the date for the IUPUI Commencement and made the following motion: The Academic Affairs Committee moves to set the date of the IUPUI Commencement Ceremony for the Saturday before Mother’s Day each year and that the Academic Calendar reflect this change. Date adjustments should be
made to the Saturday after Mother’s Day for 2020, 2021, and 2022 based on the availability of the venue. The motion was seconded and passed unanimously.

- Campus Planning Committee (Kristi Palmer, Chair): Palmer said the committee meets once per month and had focused on the questions for the Campus Conversations. Those questions centered on campus communication, strategic priorities (space and current methods for online education were identified), financial planning (RCM review and 3% cash reserves – what would we do if the percentage were higher), and organizational change (medical school reporting). The committee will discuss the findings received. The Climate of Higher Education environmental scan developed by Dr. David Malik was reviewed. In a future meeting, they will hear a report from Anne Mitchell and Robbie Janik about student facing surveys. The committee will provide feedback. They will also provide feedback on the IUPUI Strategic Plan.

- Ad Hoc Committee on Diversity, Equity, and Inclusion (Jack Windsor, Chair): Windsor said the committee drafted the following charge for a new standing committee as follows:

  **Title: IFC Committee on Diversity, Equity and Inclusion (IFC DEI)**

  **Introduction**
  Striving for an equitable and inclusive campus enables the IUPUI community to study, understand and celebrate multiple ways of knowing and being. Our goal is to produce graduates prepared to navigate an increasingly complex and diverse world while attracting, developing, and retaining faculty and staff who are more engaged on campus and in their communities.

  **Charge:** This committee is to advise and make recommendations to the IFC and campus leadership on issues relative to promoting and ensuring diversity, equity and inclusion.

  To accomplish this charge, the committee shall have, but will not be limited to, the following duties:
  - Promote the recruitment, hiring, retention and advancement of diverse faculty and staff
  - Advocate for increased recruitment, enrollment, retention and graduation of students from diverse backgrounds and experiences
  - Disseminate information and successful practices related to diversity, equity and inclusion in higher education
  - Ensure the availability of mentoring opportunities for diverse faculty
  - Review and make recommendations based on campus DEI plans and reports
  - Provide guidance to academic and support units with their DEI plans upon request
  - Provide a representative/liaison to meetings of the Chancellor’s Diversity Cabinet and the Vice Chancellor’s Diversity Group
  - Encourage campus development of DEI education and training opportunities for faculty, staff and students

  **Composition:** Voting members of this committee shall be comprised of one faculty representative from each academic unit, one staff representative, and two student representatives (one undergraduate and one graduate). The ex officio members shall include the associate vice chancellor for faculty diversity and inclusion and the vice chancellor for diversity, equity and inclusion.

  The ad hoc committee discussed how people think of what diversity, equity, and inclusion is. Conversations were held with Dr. Karen Dace and an IUB representation on diversity. This is a first read as it is a constitutional change; a vote will be taken in January.
- Nominations Committee (Marianne Wokeck, Chair): Wokeck announced that Prof. Lindsey Mayo was elected as a member of the Nominating Committee. His term is through June 2019. Prof. Olguta Buse will serve as co-chair of the committee this year and as chair in 2018-19.
- Research Affairs Committee (Vicky Champion, Chair): Champion gave a report (slides appended).

**Agenda Item IX: Question / Answer Period**

There were no questions asked.

**Agenda Item X: Unfinished Business**

There was no Unfinished Business.

**Agenda Item XI: New Business**

There was no New Business

**Agenda Item XII: Report from the IUPUI Staff Council**

Kristy Beach, President

Beach reported on the following:
- A brainstorming session was held at the last meeting to discuss what the council wanted to do over the next year, three years, and five years. The Executive Committee will discuss the initiatives proposed.
- They are revising their bylaws.
- Service projects are ongoing. Each month, they collect items for Paws Pantry for pasta and breakfast shelves. For fall/winter, they are donating items to the Holy Family Shelter.
- For professional development grants, eight applications were received for the December 1 deadline.
- Follow the council on Facebook, Twitter, and Instagram.

**Agenda XIII: Final Remarks and Adjournment**

With no further business appearing, the meeting was adjourned.

Minutes prepared by Karen E. Lee, Director of Academic Affairs and Strategic Initiatives

University Hall 5002/274-2215/fcouncil@iupui.edu/http://www.facultycouncil.iupui.edu
### Committee Assignments

#### Academic Affairs Committee

**Assigned:**
- Student Achievement Record - part of Comprehensive Student Record Project - [http://www.aacrao.org/resources/record](http://www.aacrao.org/resources/record)
  - Invite Mary Beth Myers and Jay Gladden 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?
- Policy on the use of transferred credits being counted for award of both major and minor programs

**Carry Over to 2017-18:**
- Credits transferred from campuses within both the IU and Purdue systems, how credits outside these systems are viewed by IUPUI, and how many credits must be taken at IUPUI before an undergraduate diploma may be granted at the IUPUI campus.

**New for 2017-18:**
- Proposal to move Commencement to Saturday (Provisional approval given by email vote by 2016-17 committee.)
- Review PULs including merging PULs with Principles of Co-Curricular Learning (create ad hoc committee from Academic Affairs, Student Affairs Committee, and Undergraduate Affairs Committee)

#### Budgetary Affairs

**Assigned:**
- Banded tuition results
- Midwest Student Exchange
- IU Fort Wayne
- RCM Review
- Campus Conversations
- Change in Resource Planning Committee

#### Campus Planning Committee

**Assigned:**

**Carry Over to 2017-18:**
- Review and comment on Continuing Student Campus Survey
- Review and comment on PULSE surveys (e.g., campus safety, diversity, common theme).
- Review and comment on National Survey of Student Engagement (NSSE) and other tools that gather information about students and faculty
- Request updates on implementation of IUPUI Strategic Plan and Welcoming Campus Initiative. Report any concerns to IFC.

**New for 2017-18:**
- Campus Conversations (annual)
- Monitor impact on faculty and campus from changes in medical school operations. Make recommendations for responding to changes.
- Monitor impact of Ft. Wayne integration.
- Welcoming Campus refinement
- Higher Learning Commission mid-cycle report about IUPUI meeting criteria.

#### Constitution and Bylaws Committee

**Assigned:**

**Carry Over to 2017-18:**

**New for 2017-18:**
- Amend the Bylaws Grievance Procedures to allow for a Unit Recommendation Report to follow a completed Board of Review. The purpose of the Unit Recommendation Report would be for the Board of Review to recommend to the Chancellor or dean structural changes in the operations of an academic unit that would benefit the prevention of future grievances. (Received by the Committee in e-mail message from Rachel Applegate on April 24, 2017.)
- Collaborate with Ad Hoc Committee on Diversity regarding charge and function.
- Inclusion of Ft. Wayne as a unit.

#### Distance Education Committee

**Assigned:**

**Carry Over to 2017-18:**
- Monitor Graduate Faculty Council for graduate-level policies
- Follow-up with Unizin
- Follow-up with online proctoring
- Follow-up with the transition to Zoom from Adobe Connect

**New for 2017-18:**
- Updates from IU Online
- Updates from Quality Matters
- Support structures for students who are fully online.
- Follow up on CTL “The Forum.”

#### Diversity Committee (Ad Hoc)

**Assigned:**
• Consult with Gina Gibau, associate vice chancellor for faculty diversity and inclusion, to identify faculty to serve along with you.
• Develop a charge for the standing committee (yet to be proposed to the IFC)
• Address the strategic plan’s goals and objectives of:
  o Create pathways for success for underrepresented students, faculty, and staff
  o Develop cross-cultural awareness and competence among all members of the IUPUI community (focusing on faculty)
  o Becoming an employer of choice for faculty by providing meaningful work, improved workplace culture and communication, and advancement opportunities

**Faculty Affairs Committee**
Assigned:
Carry Over to 2017-18:
• NTTF Voting
• Need for systematic analysis of policies and procedures in the Faculty to assure definitions for “faculty” and “full-time,” for example, are consistent and correctly and appropriately applied: The SAVCAA and the Constitution and Bylaws Committee need to be involved in coordinating this effort.
• Review policies and procedures for tenure, practice plan, and compensation in the School of Medicine.
• Determination of “full-time” for School of Medicine faculty, especially with those whose “effort” and compensation is primarily in IU Health.
• 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.
• Discuss matching Kelley School of Business (IUB) promotion and tenure up through IUPUI.
• Create a formal pathway to feed into the community for discussion.

New for 2017-18:
• Promotion and Tenure Committee (primary/department and unit/school) size – 4 vs. 7. Is additional language necessary to further clarify expectations with regard to committee size and the minimum number of positive or negative votes. **REFERENCE - 2017-18 Guidelines, page 13:** Primary/Department and Unit/School Level Promotion and/or Tenure Committees Responsibilities (per email from Gail Williams, July 10, 2017).

**Faculty Guide Committee**
Assigned:
Carry Over to 2017-18:
• Revisit the status of Circular 2017-07.1 – Creation of an IUPUI Ombudsteam (up for second read/vote at IFC)

**Action Items:**
• 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**
Assigned:
• Monitor benefits

**Library Affairs Committee**
Assigned:
Carry Over to 2017-18:
• Continue to monitor Open Access policy
• Link open access uploading to Activity Insight.
• Providing input to and advocating for the University Library at IUPUI
• Evolving nature of the scholarly record
• Explore adding doctoral student thesis information to IUPUI transcripts
• University Library budgetary concerns: Advocate for increase in budget.

New for 2017-18:
• Library Town Halls and Campus Tour
• Improve communication with faculty

**Promotion and Tenure Committee**
Assigned:
• Reviewing major/substantive changes to the guidelines each year (distinguishing between cosmetic or procedures changes and those involving substance)

**Research Affairs Committee**
Assigned:
• Policy Reviews:
  o Dual Use Research of Concern: [http://policies.iu.edu/policies/categories/research/IU-Research-Policies/durc.shtml](http://policies.iu.edu/policies/categories/research/IU-Research-Policies/durc.shtml)
• Policy on Centers and Institutes
• 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**
Assigned:
Carry Over to 2017-18:
- Review policies and procedures in the bylaws that govern the IFC’s Staff Relations Committee and, comparably, the ISC’s Faculty Relations Committee and change them to current practices.
- Review impact of HR 2020
- Search committee training (better and more systematic across campus and at all levels)
- Effective ways of communication about issues and concerns of interest to all IUPUI employees.
- Overcome incompatible technologies that hinder effective communication across campus and systems.

New for 2017-18:
- Campus pedestrian safety

**Student Affairs Committee**

Assigned:
- Review of sexual misconduct policy brought forward by the UFC
- Off-campus student conduct (note new Greek policy)
- Review PULs including merging PULs with Principles of Co-Curricular Learning (create ad hoc committee from Academic Affairs, Student Affairs Committee, and Undergraduate Affairs Committee)

Carry Over to 2017-18:
- Update the Academic Misconduct portion of the Student Code of Rights, Responsibilities, and Conduct
- Campus climate for adult learners
- Campus climate for adult learners

**Technology Committee**

Assigned:

Carry Over to 2017-18:
- How does the committee become informed about policies, guidelines, recommendations, proposed technologies, etc., and how can it provide input before a decision is made? Matt Gunkel shared a proposal about a better dissemination plan for existing UITS resources (January 2017). We also worked on sending questions to presenters ahead of time so that they would be able to be prepared with answers and make efficient use of everyone’s time.
- Updates on new classrooms and classroom technology. Matt Gunkel, Julie Johnston, and Mary Beth Myers gave a presentation in January 2016, but were willing to return to given an update.
- Update on web collaboration tools
- Canvas update
- New Electronic and IT Accessibility Coordinator
- Have Marcia Gonzales (compliance office) come and talk about the role of UITS for accommodations and accessibility. Also launch of an ADA course for faculty that is supposed to be ready in fall 2017.
- Continue meeting in different locations to try out the technology. Can alert faculty and UITS of the joys and struggles with different technology setups.
- Top hat has a dedicated contact for IUPUI

New for 2017-18:
- Find a better way to keep faculty informed.
HEALTHY IU WILL EMPOWER, EDUCATE, AND OFFER ENVIRONMENTAL TOOLS TO ENCOURAGE MEMBERS OF THE IU COMMUNITY TO LIVE THEIR BEST LIFE.

Our Current Projects with IUPUI Academic Partners

- Kelly School of Business
- Department of Kinesiology
- Fairbanks School of Public Health
- School of Medicine and Capstone Project in Psychology

Program evaluations can be found at:
https://healthy.iu.edu/about/progress.html
COMMON GOOD

- Gratitude
- Purpose
- Effective Communication
- Self-Compassion

SELF-COMPASSION
We're all human! Try treating yourself with the same kindness, concern, and support you'd show a good friend when faced with life struggles, personal mistakes, and inadequacies. Be a friend to yourself.

Resources
- Common Good
- Resiliency Training
- Chair yoga
- Tai Chi for Health
- Mid Day Mindful Practice
- Online audio mindful practices
- Employee Assistance Program
Spring Semester 🌸

CLIMB

Back to Our Roots: Plant Eating Challenge

- Prevent T-2
- Nutritional Counseling
- Health Screening
- Ready to Move IUPUI
- Weight Watchers
- NIFS Track – Thanksgiving to Spring Break

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Follow us.

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@HealthyIU
## The Determination of N

Number of unit representatives for each school is determined by the number of faculty in that school as a multiple of "N" rounded UP to the next whole number.

<table>
<thead>
<tr>
<th>2015-2017</th>
<th>2017-2019</th>
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<tbody>
<tr>
<td><strong>Total # of Faculty</strong></td>
<td><strong>Total # of Faculty</strong></td>
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<tr>
<td>N=49-51</td>
<td>N=42</td>
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<tr>
<td>Human</td>
<td>28</td>
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<tr>
<td>Business (Lib)</td>
<td>23</td>
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<tr>
<td>Columbia</td>
<td>31</td>
</tr>
<tr>
<td>Dentistry</td>
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<tr>
<td>Education</td>
<td>22</td>
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<tr>
<td>Engineering</td>
<td>7</td>
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<tr>
<td>Health &amp; Human Sci (**)</td>
<td>31</td>
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<tr>
<td>Heath &amp; Human Sci (**)</td>
<td>31</td>
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<tr>
<td>Informatics and Computer Sci</td>
<td>20</td>
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<tr>
<td>JPHTS (Lib)</td>
<td>10</td>
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<tr>
<td>Law</td>
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<tr>
<td>Liberal Arts (**)</td>
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<td>Medicine</td>
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<td>Nursing</td>
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<tr>
<td>Pharmacy</td>
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<tr>
<td>Phys Ed &amp; Rec</td>
<td>18</td>
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<tr>
<td>Public &amp; Info Sci</td>
<td>21</td>
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<tr>
<td>Social Work</td>
<td>27</td>
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<tr>
<td>University Library (***)</td>
<td>31</td>
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<tr>
<td><strong>IUPUI Total</strong></td>
<td>1454</td>
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### Size of Faculty Council (Sen of Unit Reps. + an Equal # of At-Large Reps. + ex-Officio Members)

<table>
<thead>
<tr>
<th>MIN</th>
<th>MAX</th>
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<tbody>
<tr>
<td><strong>Size with 36 Ex-Officio Members</strong></td>
<td><strong>Size with 45 Ex-Officio Members</strong></td>
</tr>
<tr>
<td>112</td>
<td>123</td>
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<td>114</td>
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<td>124</td>
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<td>80</td>
<td>80</td>
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<td><strong>117</strong></td>
<td><strong>117</strong></td>
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</tbody>
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* Ex-Officio Members include: Chancellor, 2 Chancellor’s designees, 17 Deans of Schools, Dean of the Division of Undergraduate Education, Chancellor of IUPUC, IFC President, Vice President and Provost, 6 Executive Committee Members, 6 IFC Members, Staff Council President, Undergraduate Student Government President, Graduate Student Organization President, and Senior Academy Chair. 16 of the 45 Ex-Officio Members could already be Unit or At Large Members of the IFC. Hence, there can be a minimum of 36 and a maximum of 45 Ex-Officio Members.

** The courses for Business, CBT, Education, Liberal Arts, Library, Nursing, and Science does not include faculty librarians from these units at IUPUI Columbus.

*** The count for librarians under University Library does not include those in the Columbus, Dentistry, Law, and Medical Libraries.

**** The count includes 20 faculty from Health & Human Sciences and 16 from P&T.

# Does not include NTTF. They are allowed one representative no matter what their total faculty counts are.
IUPUI Research Affairs

Annual Report 2017

Members

Kacy Allgood
Steven Miller
Stuart Warden
Sheri Robb
Simon Atkinson
Susannah Ellsworth
Tim Corson
Philip Golf
Jennifer Guilano

Sara Konrath
Marc Mendosa
Amber Mosley
Tien Min Chu
Jason Organ
Victoria Champion
David Burr
Research Misconduct

- Research Misconduct updated
- Consensus about splitting policy and procedures

Library and Research Affairs

- Need for P&T committees to address scholarship profile-as digitalization is increased so is complexity of consideration
- Joint committee developed
ORA/ Tech Transfer

- Reorganization of ORA
  - All Health related grants stay at IUPUI
  - School of Science go to Bloomington to receive more support-longevity Bloomington
  - NSF Grants Bloomington

- On July 1st Technology transfer office move into the University-under Simon Atkinson. IURTC continues to exist as separate entity. Allows IURTC to focus on start-up

Conflict of Interest

- Conflict of Interest
  - The new conflict of interest policy will request an update for each individual on a rolling basis.
  - Consolidate IUPUI and Bloomington CCI-majority of members from IUPUI
  - Administrative review committee process such that if financial interest is less than $25,000 and doesn’t involve faculty start-up, handled through an Administrative review committee
Changes in Common Rule

- New definition of clinical trial expands scope: one or more human subjects prospectively assigned to interventions to evaluate XXX, not only drug and device but behavioral
- People in compliance office designate as exempt
- Annual Once exempt doesn't have to come back for review—anything after January 2018

Strategic Plan

Reviewed in February and October
Potential New Strategic Initiatives

- Develop an IUPUI Experts database
- Build on quality of life initiatives, in collaboration with the Office of Community Engagement, in areas related to Health Disparities
- Develop IUPUI as a leader in scholarship-based qualitative research
- Develop areas related to Digital Networking
- Develop a Clearinghouse to allow rapid response to research requests
- Link to Indianapolis through Smart Cities Initiative