Indiana University-Purdue University Indianapolis
Indianapolis Faculty Council (IFC)
Minutes
October 3, 2017 ~ Campus Center Room 450A ~ 3-5 p.m.


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: Memorial Resolution for Kimberly Quaid (School of Medicine)
Circular 2017-16 appended to the minutes.

A moment of silence was given by the assembly, and the resolution was entered into record.

Agenda Item IV: Approval of the Minutes of the September 5, 2017, Meeting
The minutes of the September 5, 2017, meeting were approved and entered into the record.

Agenda Item V: Updates/Remarks from the Chancellor
Nasser Paydar, Indiana University Executive Vice President and Chancellor of IUPUI

Paydar reported on the following:
- A Town Hall meeting was held on September 25 to discuss recent legislation and the effect on DACA (Deferred Action for Child Arrivals program) students. A panel was there to answer questions. The event was live streamed, and we are in the process of compiling feedback.
- Executive Searches:
  - Dean, School of Social Work: The search committee has met and they hope for candidate interviews in January or February.
Dean, Herron School of Art and Design: A search will begin this month with the position to begin on July 1, 2018.
Dean, School of Education: A search for the founding dean of the IUPUI school will begin in November.

- The IUPUI Regatta was held on September 23. The activity was designed by students and attracts thousands to the downtown canal.

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

Applegate reported on the following:
- The IFC will offer a workshop for schools interested in revising their Constitutions and Bylaws. School deans and faculty governance leaders will be contacted about their interest.
- The State of the University address will be on October 10, at 2 p.m., in the Hine Hall Auditorium.
- “I didn’t know that” Series: We have a student newspaper – [www.thecampuscitizen.com](http://www.thecampuscitizen.com). In addition, if you go to YouTube and search for how to wear a doctoral hood, you will find a video created by IU.
- Commencement: A search for a dynamic Commencement speaker is on. Send suggestions to Chancellor Paydar or Prof. Applegate.

**Agenda Item VII: [Action Item - Vote] Slate for Election to the Campus Promotion and Tenure Committee**
Marianne Wokeck, Chair, Nominations Committee

Wokeck presented the following slate. Ballots were collected and the results were announced later in the meeting.

**IUPUI Faculty Council: Slate for Promotion and Tenure Committee**

**Term:** 2017-2020

Need to elect 1

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**Agenda Item VIII: [First Read] Slate for Election to the Nominating Committee**
Marianne Wokeck, Chair, Nominations Committee

Watt presented the following slate on behalf of Wokeck (who was counting ballots for the promotion and tenure election). The election will be held electronically after the November 3 meeting.

**IUPUI Faculty Council: Slate for Nominating Committee**

**Term:** June 2017 through June 2019

Number to Elect: 1
Agenda Item IX: [Information Item] Update on Construction, Parking, and Campus Safety
Emily Wren, Associate Vice Chancellor for Facilities
Margie Smith-Simmons, Assistant Vice Chancellor for Finance and Administration

Wren gave the following updates:
- The School of Dentistry new addition is on target and patients are expected to use it in May. Operations should begin in January or February.
- The rec center in the Campus Center in on schedule and will be completed in January.
- The University Library renovation of the third and fourth floors was just bid with a contractor we are familiar with. The floors will be renovated for student space. The library is getting a new roof infrastructure.
- The steps of Taylor Hall and the University Library should be completed in mid-October.
- Hardscape and lighting projects are being bid for better safety.
- We are in the process of moving people out of Riley Hospital to the Primary Care Center so that Riley Hospital can begin renovations for at-risk mothers/babies facility. The move should be completed in June 2018.
- Two all gender restrooms will be constructed in the Science and E&T buildings.
- Cavanaugh Hall has had phased renovations to the restrooms that is now complete.
- Lecture Hall renovations should be complete in January. Informal learning spaces are being upgraded and an all-gender restroom is being added.
- The Physical Plant building now belongs to Wishard and will now be demolished soon. The Psychiatric Research building has already been torn down.
- In Hine Hall, informal learning space furniture has been installed on the second floor. This will be continued on the first floor as well. The ceiling and lighting will be improved.
- The School of Nursing building and Hine Hall will receive some energy efficiency renovations that should be paid for within five years through utility savings. We received an award for energy efficiency in our garages (LED lighting). Utilities cost have gone down by 71% in the Sports Garage. The Board of Trustees approved a $5.3 million project to improve the Tower Garage (lighting, roofing, sprinkler system and adding a Jaguar sculpture). Lighting will also be improved in three other garages.
- Video interactive boxes have been installed in many garages to provide human help if there is a problem. This will help us understand better what happens and has proven to be good so far.
- Signage will be added in four visitor garages to help with wayfinding.
- Meter kiosks are coming in December to some lots. A parking mobile app will help find the kiosks and can be used to pay as well.
- We are doing a transportation/parking consultancy. You will be asked to participate in a survey and you are encouraged to do so.
- We are deciding which parking lots will be improved next summer.
- We have 3,842 EM spaces and 7,389 ST spaces. EM parkers are able to park “down” in ST lots in needed. Parking spaces are being counted hourly using 2015 as a baseline. EM spaces have increased by 19% in 2016 (due to new facilities) but stayed flat in 2017.
• Parking enterprise: We have been working with the other campuses in thinking about parking as an enterprise. This would standardize signage to promote inter-campus transfer. We are working on reciprocity with other campuses. If you are not able to park on other campuses, please let Parking Services know it can be investigated. We do not ever transfer money across campuses.
• Michigan Street Project: They are still planning to convert to two-ways over the holidays. The project is behind due to difficulties on the West Street project.
• Landscaping: We are in the planning phase for re-treeing Michigan Street and installing landscaping on the eastern edge of the campus along West Street. They are planning to landscape six medians in the spring.

Interim Police Chief Bill Abston joined AVC Smith-Simmons to report on campus safety/pedestrian safety as follows:
• Spoke of the two recent pedestrian accidents on campus in the last month (one a fatality). She said campus safety is a priority for the campus. We have a meeting coming up with the DPW on improving safety on campus. Might include crosswalks, lighting, etc.
• We are working to start a committee to talk about what we can do to improve pedestrian safety. There was a committee in the past, and those members will be asked to be a part of it. Community members will also be involved (DPW, etc.).
• Abston spoke about what the police are doing to help everyone stay safe. Traffic enforcement has always been a priority, but they have not been consistent in the traffic arena.
  • We need officers in the garages, buildings, and parking lots, and in doing that we have had issues with traffic safety. Officers are being asked to observe pedestrian activity (e.g., people crossing streets while looking at devices).
  • Bicycle and pedestrian crashes: 6 in 2016 and 6 in 2017.
  • Radar will be used again and verbal warnings will be issued. Officers in field training will be writing tickets so we can monitor their learning. We need to change behaviors and we hope to do that through verbal warnings.
• Question: Is there a skateboard policy on campus? Abston was not sure, but they try to watch for them to ensure they are not damaging campus.
• Question: Does Indiana law allow cameras for monitoring people that run yellow lights? Abston believes we have a law, but he is not aware that the city uses cameras for this purpose. There are some cameras on campus that can help monitor traffic.
• Question: Was the person involved in the fatal accident that occurred in September use a device? Abston said no.

Agenda Item X: Call for IFC or UFC Standing Committee Reports
• Nominations Committee: Wokeck announced the results of the election to the IUPUI Promotion and Tenure Committee. Ed Berbari will serve a three-year term beginning in December. She asked for a motion to destroy the ballots. A motion was made and seconded to destroy the ballots. The motion was pass unanimously.

Agenda Item XI: Question / Answer Period
• Who should receive suggestions regarding improved safety? Vice Chancellor Camy Broker or AVC Smith-Simmons.
• What about allowing all pedestrians to walk for 30 seconds in all directions at intersections? That is on the table and it is being discussed with public officials as well.
• Applegate said the slats on the parking garages have been replaced and the look is much better. She has a parking garage permit but has had problems with using it at IUB. Wren asked her to send a message to Sheri Eggleton so she can investigate. Watt said he is never ticketed at Purdue. There is no reciprocity agreement between those two campuses.
Can we close city streets on campus? No, they are city streets.

Agenda Item XII: [Information Item] The Den
Joe Hayes, Director, Campus Center Operations
Brett Watson, Assistant Director, Student Activities

Hayes and Watson reported on the following:

- [https://theden.iupui.edu/](https://theden.iupui.edu/)
- The software is used on all IU campuses and is used as a student organization platform. The software comes from Engage. We are in the second year of using it. It is CAS authenticated. Anyone with an IU log in can see the site. There are currently 8,000 student users. IUPUC has their own version. The activities there do not population in the IUPUI site. IUPUC students can connect, but their events will not be listed.
- Student organizations use it to advertise events and organizational information. Students create communities to share information.
- Question: A Gateway coordinator has had difficulty in using the product. She has sent several emails and has received no response. Who should be contacted? Contact Brett Watson ([bretwats@iupui.edu](mailto:bretwats@iupui.edu)).
- Question: What kind of integration is there with a school’s website and The Den. Hayes said there is an ability to include an RSS feed from The Den on a school’s website.
- CORQ is the mobile app.

Agenda Item XIII: Unfinished Business
There was no Unfinished Business.

Agenda Item XIV: New Business
- Dean Lewis was asked to talk about the University Library learning centers. Lewis said 425 study spaces are being added on the third floor (carrels). On the fourth floor, there will be more group study spaces. The work will be done through the semester with the hope of completion in the spring.

Agenda XV: Report from the IUPUI Staff Council
Kristy Beach, President

Beach reported on the following:

- The Staff Council placed 27 out of 83 co-ed teams at the Regatta. They placed second in their heat.
- Committees have been set.
- There will be two fall blood drives. October 11 at Taylor Hall and October 12 at Med Science Atrium.
- Staff Mentoring Program will begin soon. The program answers the need staff identified in the strategic directions document in developing faculty and staff.

Agenda XVI: 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:
- 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:

Diversity Committee (Ad Hoc)
• 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/IR-Research-Policies/durc.shtml](http://policies.iu.edu/policies/categories/research/IR-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.
Memorial Resolution

On Behalf of

Kimberly A. Quaid, Ph.D.
Professor of Medicine & Molecular Genetics
Faculty Investigator, IU Center for Bioethics
Director, Huntington’s Disease Society of America (HDSA)
Center for Excellence at IU
Director, Predictive Testing Program
Co-Director, Master of Science in Genetic Counseling Program,
IU School of Medicine

After over 26 years of service to the Indiana University School of Medicine and to her patients, Kimberly A. Quaid, Ph.D. passed away on July 26, 2017. Kim was born in Linden, New Jersey to Michael Marlon Quaid on October 25, 1955. She graduated from Linden High School where she was cheerleading co-captain and active in school plays. She attended Brown University where she received her Bachelor of Arts degree with honors in psychology in 1977. She went on to further her education at the Johns Hopkins University where she received both her Master of Arts (1982) and PhD (1986) in Psychology with a concentration in Public Health. She began her academic career as a research assistant in psychology at Johns Hopkins University, where she was the coordinator of one of the first programs in the world to offer presymptomatic genetic testing for Huntington’s disease.

Dr. Quaid was Professor of Medical and Molecular Genetics, Co-Director of the Master of Science in Genetic Counseling, and the Director of the Predictive Testing Program at Indiana University School of Medicine. As Director of this testing program, she provided genetic counseling and testing for individuals with and at risk for Huntington Disease, early onset Alzheimer Disease, and Gerstmann-Staussler-Scheinker Disease. She was also the Co-Director of the Genetic Counseling Program and a faculty investigator at the IU Center for Bioethics. She also served as Director of the Huntington Disease Society of America (HDSA) Center of Excellence at Indiana University. Kim was a genetic counselor and bioethicist who contributed influential works in areas of genetic testing, informed consent, research integrity, and gender equity.

Kim has held academic positions at the University of Maryland School of Medicine and the Department of Psychiatry at the Johns Hopkins School of Medicine. She has served as Chair of the Ethical, Legal and Social Implications Study Section of the National Human Genome Research Institute of Health from 2005-2007. Kim was internationally regarded for her work and a highly sought after collaborator. She authored or co-authored over 35 books, book chapters and peer-reviewed publications focused primarily on ethical issues in genetic testing.
Kim enjoyed cooking and was an avid movie buff – old and new. She and her family traveled to her happy place, Matunuck, Rhode Island each summer to spend time reading and relaxing at the beach. Her greatest joys were her time spent with her family.

Kim is survived by her beloved husband of 23 years, Luis, and two daughters, Sabrina Amelia and Sophia Rachelle.

*Adopted by the IUPUI Faculty Council at their meeting on October 3, 2017.*