

Faculty Organization
Minutes
September 20, 2013
1:00-3:00
Hawthorn Hall 107

1. Call to Order—President Chuck Gallmeier called the meeting to order at 1:02 pm.
2. Approval of Minutes of April 19, 2013—A motion to approve the Faculty Organization minutes of the April 19, 2013 meeting was made, seconded, and passed unanimously.
3. President’s Report –President Gallmeier brought the following items to the meeting.
 - a. Committee Assignments—most of these appointments have been made and will be posted this afternoon.
 - b. Senate Bill 98 Committee—legislation by a study committee this past summer, to examine the IU and Purdue regional campuses. A “Dream Team” has been assembled, and Chuck is a member, representing the regional campuses. This Team will endeavor to assist the state legislators with this study.
4. Chancellor’s Report—Chancellor William J. Lowe brought the following items to the meeting.
 - a. Chancellor Lowe welcomed all new faculty members.
 - b. Enrollment—we set a record for fall enrollment. The chancellor thanked the many people in a variety of campus offices for this achievement.
 - c. Budget—we have a favorable balance, but our situation continues to be delicate.
 - d. Advising—The ICHE has chosen advising as a significant variable in accountability. We have an Advising Task Force examining our current advising system. In addition, the chancellor has designated funds for a couple of positions called Academic Support Advisors.
 - e. New building—the state released the funds for our new building this past summer. At this point, it appears that the building will accommodate all of the uses we would like to see in it. Parking, of course, will be part of the discussions of the new building’s impact.
5. Vice Chancellors’ Reports—Executive Vice Chancellor for Academic Affairs David Malik brought the following items to the meeting.
 - a. EVCAA Malik reported on a variety of topics related to enrollments (we have set records for headcount, credit hours, FTE, Senior Class and total high school students in dual credit), Friday classes and Web classes (Fall 2013 reflects the highest class and enrollment counts to date for both), faculty scholarship (continues to flourish), and faculty hiring (probably ten to fourteen hires).
 - b. Dr. Malik cautioned that we can no longer have someone working in our unit until they’re fully entered into the university employee system.
 - c. New building—current estimate for completion and occupancy of our new building is Fall 2017. The building will be located at the northeast corner of 35th Avenue and Broadway.

- d. Introduction of new faculty—Dr. Malik called upon the deans to introduce their new faculty (Details on our new faculty are attached to these minutes below).
6. James W. Wallace Jr., Director, Office of Diversity, Equity, and Multicultural Affairs—Director Wallace presented a program about the mission, structure, and programming for the Office of Diversity, Equity, and Multicultural Affairs.
7. Barbara Dahl, LCSW, Director, Counseling Office—Director Barbara Dahl described the services available from the Counseling Office. She also developed a Powerpoint presentation and other documents about these services and will forward them to the faculty (Also, please see the faculty script information from the IUN Counseling Office attached to these minutes below). In addition, a Behavior Consultation Team is available to assess concerns about potentially threatening persons. This Team was assembled as an outcome of the Virginia Tech episode a few years ago.
8. Old Business—There was no old business.
9. New Business—There was no new business.
10. Adjournment—a motion to adjourn was made, seconded, and passed unanimously. The meeting adjourned at 3:01 pm.

New Faculty Introduced at the Faculty Organization Meeting, Sept. 20, 2013

College of Arts and Sciences

Kory Stiffler – joins the Department of Chemistry, Physics, and Astronomy as a Visiting Assistant Professor of Physics. Kory holds a BSE with Honors in Biomedical Engineering from the University of Iowa and an MS and a PhD in Theoretical Physics also from the University of Iowa. Dr. Stiffler has 22 journal articles and conference presentations. He conducts research in particle physics specializing in supersymmetry and superstring theory. Kory joins us after a post-doc in the Center for String and Particle Physics in the Physics Department at the University of Maryland.

Kathy Kwiatkowski – joins the Department of Biology as a Lecturer. Kathy's primary responsibilities will be towards Anatomy and Physiology and Introductory Biology Laboratories. Kathy holds a BA in Biology from IU Northwest and a MS in Biology from that weaker school down the road in Hammond.

Tia Walker-joins the Department of Chemistry, Physics, and Astronomy as an Assistant Professor of Chemistry. Her field is organic chemistry and she will teach classes in organic, bio, and introductory chemistry. She holds a BS in Biology from Cleveland State University and a PhD in Chemistry from The University of Akron. Dr. Walker conducts research in Organic chemistry specifically creating mixed thia-aza macrocyclic ligands and cryptands as analogs to Blue Copper Protein. Dr. Walker studied on an internship with the Sherwin-Williams Company learning about the chemistry behind paint.

Jung-Eun “Jenny” Lee – joins the Department of Psychology as an Assistant Professor. She was originally from Korea. She moved to Japan to attend college and holds a BA in Psychology from Waseda University in Tokyo. She moved to the US to pursue graduate study and holds a MA and a PhD in Counseling Psychology from Washington State University. She completed an internship at Bowling Green University and a post-doc at the University of Nevada in Las Vegas. Dr. Lee conducts research in multi-cultural psychology and has 6 journal articles and conference presentations.

Bonita “Bonnie” Neff – joins the Department of Communication as a Professor and as the Chair. Dr. Neff’s area of expertise is Public Relations. Bonnie has earned 4 degrees: an AA in Dance from Lansing Community College in Michigan, a BA and a MA from Northern Iowa University, a Ph.D. from Michigan. Bonnie is a prolific researcher. As of the spring, when we interviewed her, she had 208 journal articles, books, book chapters, and conference presentations. At her publication rate, I suspect that she might have added another 4 or 5 since then. Bonnie has been the founder or a co-founder of 4 Public Relations Organizations including the main ones for the discipline and for students in the discipline. She currently serves as the Chair of Board of Directors of Lakeshore Public Television. Dr. Neff has worked as a Policy Fellow at George Washington University, as a Visiting Professor at Sogang University in Seoul, South Korea, the University of Zadar and the University of Zagreb both in Croatia; she was an Assistant Professor at that suspicious school in Hammond, as an Associate Professor at Valparaiso University, and finally added the ultimate school to her collection of universities as a Professor at IU Northwest.

School of Business and Economics

DEMETRA ANDREWS earned her Ph.D. in Marketing with a minor in Psychology from the University of Houston. She earned her MBA from the University of Texas at Austin in marketing/Finance. She earned her B.B. A. from Texas A&M University in Marketing. She was elected to Beta Gamma Sigma, the AACSB Business Honor Fraternity.

She joins the faculty from Florida State University where she was the winner of several awards including a 2011 most Valuable Mentor Award for work related to mentoring doctoral students. She was selected at the 2009 Sheth Doctoral Consortium Fellow and recognized as the best doctoral student in her class. She has published four referred Articles and three of them are in “A” journals on the school’s list of quality outlets.

Before entering academia, Demetra developed domestic and international strategies for companies in the travel and the oil and gas industries. She also launched an entrepreneurial venture that provided college and career preparatory programs for middle school, high school, and college students in Texas.

JAMES THOMAS was appointed to the position of Clinical Assistant Professor of Accounting. He joined the campus in August 2000 – 2008 **Lecturer in Accounting**, School of Business and Economics, Indiana University Northwest. In August 2008, he was promoted to **Senior Lecturer in Accounting**, School of Business & Economics, Indiana University Northwest.

Dr. Thomas earned his Ed. D. from Indiana University in 2011 with Minor in Business Administration, he earned his MBA from Northern Illinois University in 1977 and his B.S. in Accounting from DePaul University, 1970.

He received his CPA in 1991 and is licensed to practice in Indiana and Illinois 1991.

He is a member of the NAEA and the Institute of Management Accountants (IMA), Indiana CPA Society (INCPAS)

He had extensive professional experience before joining the School faculty.

- **1991-1992 Chief Financial Officer**, Arcadia Products, Inc. in Northbrook, IL – Head of financial operations and staff.
- **1987-1991 Controller**, Northwest Structural Steel in Schaumburg, IL in similar position.

THOMAS SWIRSKI joins the faculty as a Lecturer in Accounting and Finance. Formerly, he served the School as a Visiting Lecturer in Accounting in 2008. He is a candidate for a Ph.D. in Finance at the Illinois Institute of Technology. He earned his MBA from Indiana University Northwest and his Bachelor of Science in Business Finance at the Kelley School of Business with High Distinction and Departmental Honors.

He earned his C.P.A from the State of Indiana in 1994 and received the high grade award from the Indiana CPA Society – he received the third highest score in the State.

Prior to joining the faculty, he served as the Present and CEO of the City Savings Bank in Michigan, Indiana.

School of Education

Dean Bailey was unable to attend. Dr. Malik introduced Dr. Steven Disney, Assistant Professor of Educational Leadership.

School of Public and Environmental Affairs

Kalim Shah received his doctorate in Environmental Science and Public Policy from George Mason University School of Public Policy in Virginia, where he studied as a Fulbright Scholar and with a Fellowship from the Organization of American States. He also holds degrees in Natural Resource Management and Natural Sciences from the University of the West Indies. His academic experience includes two years as Assistant Professor of Environmental Management at the national University in Trinidad and Tobago, his country of origin; as well as two years as an Adjunct Lecturer at York University School of Environment (where he taught Climate Change Policy) and Ryerson University Department of Economics (where he taught Environmental Economics), both in Toronto, Canada where he resided for the last three years. Kalim's research ranges from environmental and energy policy; business strategy for environmental management and sustainability; and the economics of climate change. He has published thirteen articles in leading academic peer-reviewed journals to date. He is an active member

of the Academy of Management and the Institute of Policy Sciences and he serves on the Editorial Committee of the Journal of Global Equity and Education. By joining IU Northwest, Kalim leaves the public service and re-enters the academy full time, since he was a Senior Policy Advisor with the Provincial Government of Ontario, Canada for the last three years. In that capacity, his assignments included quality reviews of postsecondary degree programs for all fourteen public colleges in Ontario and strategic implementation of employee driven innovation initiatives across all thirty two ministries. His prior professional experience also includes being Program Director with a major Washington DC based economic development association; Lead Consultant on corporate social responsibility for the United Nations Economic Commission for Latin America and the Caribbean; and Consultant on Greenhouse Gas Inventory Assessments for the Canadian Standards Association.

Dan Tsataros earned his Bachelor's of Science with a major in Accounting from Indiana University Northwest in 1989. He also earned a Masters in Business Administration from Rosary College and a Juris Doctor from the John Marshall Law School in 1993. After Law School, Dan worked as a Prosecutor with the Cook County State's Attorney's Office in Chicago, Illinois. While there he prosecuted juvenile delinquency cases, child abuse and neglect cases, domestic violence cases, serious misdemeanor and felony crimes and was active in training police officers on the dynamics of domestic violence and orders of protection. Since 2002, Dan has maintained a Criminal Defense Practice in both Indiana and Illinois. In August of 2009, Dan Tsataros became Adjunct Faculty in the School of Public and Environmental Affairs here at Indiana University Northwest and later became a Visiting Lecturer. Dan has taught Substantive Criminal Law, Criminal Procedure, Criminal Evidence, Criminal Courts, Juvenile Justice, Legal Ethics and Administrative Law and Public Policy. Dan's research and service interests include domestic violence and courts.

Health and Info Mgmt.

Nursing

Sara Adams is a new Acting Assistant Professor of Nursing. She received her BSN from IU Northwest, MSN from Valparaiso University, and is a PhD student at the University of Illinois Chicago with anticipated graduation in the summer of 2015. Her research focuses on narrative, instructional methods in nursing, and social determinants of health as a context for health decision making.

Dorinda M. Sattler received her AS in Health Information Technology and BS in Health Services Management from IUN. She recently earned her Master of Jurisprudence (MJ) in Health Law from Loyola University School of Law in Chicago. She has been an adjunct faculty member in the HIM Department since 2005.

Division of Social Work

Jill Chonody is a Hoosier returning to Indiana after having taught in a social work program at the University of Southern Australia for two years. Prior to that, she taught in the School of Social Work at Temple University in Philadelphia. Her research interests focus upon aging and ageism, participatory photography as a research methodology, scale development and psychometrics. She did her doctoral work at Florida State after having received her masters degree from Southern Indiana University.

She will be teaching research classes at the undergraduate level and mental health and addictions classes at the graduate level.

Vickey Sultzman is a long time Chicagoan having earned her master's degree in social work from Jane Addams College of Social Work at the University of Illinois. She just completed her doctoral work at Smith College in Massachusetts where she also taught as an adjunct. Vickey has a strong research having worked for the Institute of Juvenile Research in Chicago. Her research interests focus upon both HIV and stigma. She has years of clinical social work experience with a focus upon HIV impacted individuals and families. She will be teaching both research and clinical practice courses on the undergraduate and graduate levels.

John W. Anderson Library

Scott Sandberg has served as at Visiting Librarian at IU Northwest for the past few years. Scott comes to us from Niles, Michigan. Scott has a Masters in Library and Information Studies from Univ. of Wisconsin, Milwaukee, and a B.S. degree in Organizational Communications from Western Michigan Univ., Kalamazoo. Before coming to IU Northwest, Scott served briefly with the Archives at the IU South Bend Library, and was Manager of the Edwardsburg, Michigan Branch of the Cass District Library. Areas Scott will be involved with in the IU Northwest Library include the Library Instruction - information literacy program, the Geographic Information Systems Data Center services in the Library, overseeing the Adaptive Technologies Center, and helping with grant-seeking for the Library. Please welcome Scott Sandberg as our new Assistant Librarian faculty member at IU Northwest.

IUN Counseling Office

219-980-6741: Secretary, Shelia Taylor

219-981-4235: Director, Barbara Dahl

Faculty Script

While the Counseling Office strives to be an open and welcoming environment for all students, we realize the efforts to get them there are incumbent upon the entire campus. Faculty members have unique and challenging opportunities to effect these referrals. The Counseling Office wants to work in collaboration with you to assist students that you feel would benefit from our services. The following is a script that you can feel free to use. Make it your own without moving too far away from the purpose and point it is attempting to make.

Meet with your student in a setting that is private and comfortable for you and the student. (Depending upon the concerns you are having, you may want to have a colleague close by and leave your door open.)

Focus on the facts. “I have noticed that you are not as engaged in the classroom as you once were and in the interest of your participation points, I thought it would be best to speak to you about it.”

Why you are concerned. “It is the beginning/middle (wherever you are) of the semester and I find it is better to address concerns before it is too late.”

Identify the behavior. “When you are late/disruptive/inappropriate, by (name the behavior), it has a negative impact on the flow of class and the benefit for everyone, including you and me.”

Ask questions. “Are you having trouble with the material? Are you having some personal issues that may be affecting you in class? Is there some way that you feel I can assist you?”

Make offers to assist. “You can earn your participation points through other ways if you feel too nervous, I am willing to be understanding for 2 class sessions until you can find child care.”

Make the referral. “Are you aware that there are support offices on campus? The Writing Lab, Student Support Services, and The Counseling Office are offices the university has because the overall goal is success academically and otherwise.” I have brochures and would be more than happy to help you make the call if you are interested. It is definitely worth a try to reach out.”

Provide physical brochure: “As you can see, the Counseling Office is open during daytime classes and this brochure lists all the different issues students have that they assist with”. (During this time it is usually appropriate to disclose personal information if it is relevant and true about some similar struggles you may have had in college and how you can imagine the stress they might be under). “Would you like to use my phone to make an appointment or would you want to think about it and decide later?” “I am in between classes and can walk you to their office if you want me to”.

Thank them and set goals and expectations. “I am glad that you took the time to meet with me because I am concerned and want to help you be successful.” “I am hoping that you will take into consideration what we have talked about because the overall semester experience works best when we all are at our best.” “I believe the referral information I gave you will help and strongly encourage you to seek out those services.”

It is impossible to force services on anyone if they are not open to the referral. The process of referral is often layered and tiered with the first mention of it as an introduction. Some students are very open to the process immediately and have been looking for help. Others are resistant and less willing to own their issues and take responsibility for making changes through the counseling process. Either way, you

should look at the time taken as productive and at least planting a seed whether they are open to it at the time or not.

After the referral is made, it is up to faculty to continue to monitor the classroom behavior and decide when or if it is appropriate to intervene by way of academic intervention, disciplinary actions, referral to the Behavioral Consultation Team (please follow the counseling services link on the web for more details about this group) or contact with IUPD. Due to HIPAA and confidentiality, no information can be disclosed about any client being seen in the counseling office unless that client signs a release of authorization **or** there is a threat to the safety of the campus community, including the student in question.

While this scripting is intended to guide you in your discussion with a student you are wishing to refer, it in no way is comprehensive in its scope of situations or circumstances that might precipitate a counseling office referral. It is to be used as an example of some situations that could occur that might necessitate a counseling referral. Your knowledge of your student, your classroom management skills, as well as your understanding of the wide continuum of normalcy in an academic setting should be your primary source of thorough consideration of the action(s) you will take to contribute towards a creative, effective, successful, and safe learning environment.