

Faculty Organization Meeting  
March 19, 2021  
1-3 pm  
Online via Zoom  
Minutes

1. Called to order at 1:00 pm.
2. Approval of Minutes: February 19, 2021 – approved without amendment.
3. New Business
  - a. Ways to Raise New Business (Mark Baer): There are three ways to raise new business items: the [suggestion box](#) on the Faculty Organization website, by contacting an [Executive Committee Representative](#), and by turning on your camera and speaking up now.
  - b. Beyond Boundaries (Surekha Rao): Please register for the Beyond Boundaries Symposium. It is free! Register here: <https://bbias.iu.edu/registration/index.html>
  - c. Budget regarding faculty issues (Bill Allegrizza): I know some faculty are worried about travel funds and sabbaticals coming back in the fall, perhaps Vicki could talk about that? Vicki: Thank you, I have talked with Michelle and we are eager to restore faculty travel funds for this coming year. We look forward to a full fall and spring semester and to adding back those travel dollars to the best of our abilities, but even if they cannot all be added back we will still make some funds available because we know faculty need that. Sabbaticals have not been taken away and the announcement about them will go out shortly.
4. President's Report – Mark Baer
  - a. Elections: Faculty Organization officer elections are upcoming! Bill: We have somebody who will run in each position, but we have six positions that are currently unopposed. VP, Secretary, At Large, UFC Rep, and Tenure Rep are all unopposed and we could use an additional candidate for each position.
  - b. Celebration of Faculty Research: I enjoyed this presentation this morning and would like to thank everyone involved in planning that and participating in it. It was very inspiring.
  - c. Fall: I am looking forward to seeing you all or as many of you as can in person this fall. It is important to our campus that we bring energy back to our campus and have a feeling of an active learning environment.
  - d. UFC Consolidated Grading Policy: The UFC continues to work on this draft. This draft will be considered by the entire UFC next week. Our representatives in this will be Monica Solinas-Saunders and Harold Olivey. It is likely this will pass and the policy will then be binding for all IU campuses.

- e. RFC Post Pandemic Conversations: The Regional Faculty Caucus has been working on an upcoming event, “Post Pandemic Conversations.” This is a regional campus centric discussion about regional campus identity post pandemic. Are there changes? Lessons learned from this experience? How will our identity remain the same or be different? This event will take place Friday April 2<sup>nd</sup>.
- f. Budget Process: This process is still ongoing, and I would like to thank the Chancellor and Michelle Dickerson for being very welcoming to the faculty during the proceedings.
- g. Faculty Committee Work: I appreciate all the work our Faculty Super Committees are doing. The next few items in the agenda are the beginning of an avalanche of work that they have done which we need to review. There will be more items at the April meeting.

#### 5. Library Committee Report – Cynthia Szymanski and Cara Lewis

- a. Cara: The Library Committee is part of the Academic Affairs Super Committee. Two intersecting areas of concern: 1) We think there is often an assumption that the library is just there because it has always been there, and that 2) The library is the epitome of a university being asked to do more with less. The library budget has remained flat for the last 7 years, but the databases that the library subscribes to have gotten more expensive every year. So the library must make cuts elsewhere to maintain subscriptions. Help might come from an effort to negotiate a common core of databases across the IU system.
- b. In the meantime, expect to hear from the Library Committee representatives that are in your school about which databases you use the most for your teaching. See Attachment #1. Research needs often get handled through interlibrary loan.
- c. As we are discussing library demands and needs within individual schools and departments, it is critical to explicitly integrate library research tools into our assignments rather than to gesture at them vaguely. This will induce our students to use these materials more frequently. We need to be good stewards of the materials that the library purchases on our behalf.
- d. Faculty Comment: We do need to have access to resources to maintain the scholarship of our teaching and our research. For years we have requested that we should have access to the libraries in Bloomington and some of us were able to get some access by a special arrangement, but I think we should make it more widely known and people should have access to that. Faculty Comment: A few years back we did have access to online journals that Bloomington subscribed to, but it became a licensing issue so they had to deny us access to those things. If we could re-establish that they could license materials for all campus to use. Also, perhaps faculty could donate journals to which they subscribe to the library, so the library could save money there. Faculty Comment: I do not think all faculty had access to Bloomington’s databases, that was only some individual faculty who received permission through the Vice Chancellor’s office. Vicki: It is a licensing

problem, and I know about that because I had to do that for someone a couple years ago. It is a little cumbersome but at least there is a way to make it happen. Faculty Comment: It is an indirect way to do it and I think having collaboration would be better. Faculty Comment: It is the licensing because of the money. These databases are very expensive. If Bloomington could get a deal for all campuses, that would be ideal, but once that licensing expands, that cost expands, and Bloomington has been adamant that they refuse to pay for a license that is more expensive to cover our campuses. Faculty Comment: We can all take a class for free, so if we all take a class at Bloomington and become students, we can all get the same access to their library. Faculty Comment: This has been the same problem for the last 15 years.

6. All-Campus Survey and Curriculum Committee Scope – Kathy Arfken

- a. See Attachment #2. This resolution simply asserts what should already be true according to our constitution in the charge of the curriculum committee. This resolution comes approved by the Executive Committee, and is therefore already motioned and seconded.
- b. Faculty Comment: I would ask that we get a commitment that these changes will be acted upon very expeditiously. Some changes that we may want to make may need to happen quickly. Kathy: We meet at a regular time once a month, so that is the turnaround time. Faculty Question: Are we doing this because we need that layer of review? These decisions depend upon the field involved, will the committee be able to act quickly and make determinations about these issues? Kathy: The hope is that it will happen in that month window I just talked about. If we don't have representation on the committee, I put the information out before the meeting and collect questions so we can get answers and invite people to come to the committee and represent the proposal. Cynthia: An example of why this is necessary is to let departments know if the classes they offer become or cease to be a requirement for a degree in another department. This is a way to make sure everyone is informed of changes that may impact their disciplines. Faculty Comment: I would be worried about the campus committee saying a department cannot change their curriculum. Cynthia: I think in the past what we have seen is not "no" but "let's have a conversation" so that all the parties understand it. Committees tend to say "we need more information." Faculty Question: What level of change has to come before this committee? What level of detail? Faculty Comment: If it goes into the bulletin, it gets reviewed. Faculty Question: How would a department be informed that a degree no longer required their course? Would that be the responsibility of the curriculum committee? Faculty Comment: The curriculum committee should have representation across the campus, so those people serving on the committee from those units are the representatives and it is their role to communicate back to their units about relevant changes. No one unit could possibly have the power on the committee by

itself to say no to another unit's change. Vicki: My vision is not that one unit should say no to another unit. It's not about the substance. It's about the rationale for changes. Also, this is a way to centralize the function of determining changes to degree maps. Cynthia: The bulletin is changed on a two-year cycle but it sometimes can get changed in between for adding a new major or changing requirements for accreditation purposes.

- c. The Faculty Organization voted on the resolution and passed it by a majority. 56 voted in favor, 7 against, and 14 abstained.

#### 7. Tenure Guidelines Ad Hoc Committee – Ranjan Kini

- a. Ranjan: We are working on a revision to the P&T Guidelines that will clarify the process of P&T. We will present it next month.
- b. Tia Walker: We are also working on a revision of the Teaching Professor review guidelines. We will meet again next week to finish these revisions based on questions posed to us by Vicki. Then we will send these guidelines on to the Super Committee ahead of the Faculty Organization meeting next month.
- c. Vicki: The committee is working amazingly and very collaboratively. Some of the additional questions I posed to the committee come as a result of the current examination of cases that are pending now.
- d. Mark: Thank you all for your work and we will look forward to your full report and proposal next month.

#### 8. Diversity and Inclusion Committee Report – Hannah Lee

- a. Hannah: Our committee met a couple of times in March about the Anti-Racist Agenda. We are working on a checklist for faculty, trying to find clearer steps. We reviewed each of nine items. We are trying to determine the best way and fastest way to get this work done. We think this is a good time for our committee to have members, because currently Diversity and Inclusion is only the three co-chairs. We can request new members to help us do this work. I hope people will want to do this task together. I hope people who join will appreciate the big picture meaning of this work.
- b. Mark: I think it is good to open a call for faculty who are interested in this area and in serving our campus community. If you are interested in helping with this, please reach out to Hannah or me. For this particular committee and task, it does not seem right to me to reach out to specific people whose interests I may not know. If this group can grow organically, I think that would be ideal.
- c. Hannah: We are preparing a new diversity training, an insight about what diversity really means. Please contact us if you are interested in helping. Faculty Question: Is this only faculty or also staff? Hannah: This is a faculty group for now but we hope to extend to staff and students later.

## 9. Chancellor's Report – Ken Iwama

- a. Chancellor: I would like to start by welcoming Kevin Elmore, who is our new Executive Director of Facilities and just started March 15<sup>th</sup>. Kevin: Thank you, it is good to be here again, I was a former employee of IUN and I am glad to be back. I was working at USC before this and bring expertise and knowledge I gained on the West Coast. Looking forward to adding value. Mark: Kevin, we enjoyed our interview with you and we are looking forward to a good partnership. Chancellor: I would also like us to thank Gary Greiner for his good work during the past year during the pandemic, which has been wonderful.
- b. I would like to acknowledge the tragedy in Atlanta. Flags have been flying at half-staff on campus today. This is another reminder of the work we need to do to ensure a safe and welcoming environment.
- c. Thank you to the faculty who presented at the Celebration of Faculty Research today. I can't wait to bring these brief videos to the larger community to show off the academic excellence that is here at IU Northwest.
- d. Commencement: IU is viewing commencement as a major milestone. We will continue to be very cautious until commencement and will use it as a way to figure out how to become even "more normal" for the Fall. The commencement will be limited to the 2020 and 2021 graduates and will be held at the parking lot outside of Savannah. There was going to be 6 feet between each student. But today the CDC changed recommendation to 3 feet between students in classrooms, so will that change it? We will see. There will be live streaming and hopefully an interactive component.
- e. Fall 2021: "We are back" in Fall. What does that look like? We are using Fall 2019 as a basis, and we are ready to pivot if necessary, but that is the starting point. This is critical because our enrollment continues to struggle. Being able to message to prospective students that we are back and what their experience will be should help. We are still down 30% in applications for the fall, which is a huge number. We hope it is just a delay in applications. Saying "we are back" is critical to our messaging to improve those numbers. At this point, IU is not planning to make vaccinations mandatory, but will start a campaign to encourage vaccinations for students, faculty and staff. That could change. Every time we get a vaccination we are supposed to report it to IU, and perhaps those reports could change minds. If you get vaccinated, please do report it.
- f. Budget Hearings: I was glad to hear Bill talk about travel, and Cara talk about library databases. These are important to talk about. Talking to Michelle and Vicki, we are pushing to have some funding available for travel this year. If there are supplemental requests that is something we are not going to shut the door on. And the database discussion was a large part of our hearing with the library. What we need going forward is this collective energy to help solve our problems. As Mark said, we have more faculty representation than in the past and I think it has led to helpful, robust discussions.

- g. Budget Plans: How we structure our budget will be determined by the pace of enrollment. If I was here pre-pandemic we would be talking about growing instead of stabilization, but now we have to focus on stabilization first. I want to end with some optimism, because I believe it. Seeing the SEM team and all that we are doing here gives me significant optimism both for new applicants and the persistence of existing students. I think we can do much more with the new student piece and strategizing differently. I temper my caution about the budget and enrollment with unbridled optimism.
- h. Strategic Planning: We will have a planning stage in spring and it will be the fall when we really start to get into strategic planning. Spring is coming! Thank you for your hard work.
- i. Faculty Question: Has anyone applied to be president of IU? Do we have any candidates? Chancellor: It has been unusually quiet. Nobody is really saying anything at this point. Last time it was reported that they were heading to the interview stage this month, but I have heard no word about it since then.
- j. Faculty Question: Do you know how much Indiana University will get out of the Biden administration's new stimulus bill? Chancellor: That will come to the university in a variety of ways. Michelle: We are still waiting to hear back as to what we will get in terms of CARES money. If there was a question about state appropriations, we're not sure yet if they will be restored to the levels they were at before. Chancellor: There will be specified moneys carved out to universities like us and it will be specified to help our students stay enrolled. As soon as we get some information we will be distilling it to the campus community. Faculty Question: So is faculty going to get some raise eventually? Chancellor: We are pushing to have some kind of salary increase this year. Michelle: We will move forward on that as soon as we find out the salary advice from the university. Chancellor: As far as the search for President, there has been a push to make it as confidential as possible. This was to encourage the top candidates in the country to apply, so that they could apply without their institutions knowing about it. That was the rationale. Faculty Question: But wouldn't their application be public knowledge if they become finalists? Chancellor: Usually, but I do not think that is the case right now. I don't think we will hear about the search until a person is hired. Faculty Question: The email sent last week mentioned more learning options for students and said something about adding remote components to face to face classes. What does that mean? Chancellor: We are trying to be responsible when we say "we are back" and also acknowledge lessons learned. We're trying to balance all these things in messages without trying to sway anybody either way. Vicki: I think that's a great question. The bottom line is we're back to Fall 2019. We didn't even use Zoom very much back then. I wasn't responsible for that message about remote components, but I am responsible for "we are back." If we were face-to-face in Fall 2019, we will be now.

## 10. EVCAA's Report – Vicki Roman-Lagunas

- a. Restart Team: You all will be receiving some language from the Restart Team about why “we are back” and why this is important. We have seen the surveys - our students want to be back.
- b. Enrollment for Fall: New students (applicants and admits) is not looking wonderful right now, as the Chancellor said. We are starting enrollment for current students next week. You will see our campaign for that – students get free parking for early enrollment. We will also be offering free t-shirts. Our summer enrollment is looking good! We are offering a 2 for 1 summer class deal to some of our students. We have CARES money and we are going down the list to determine which students are most in need of this. We are looking for ways to let the students know that we really want them to register for the Fall. The parking/t-shirt offer lasts for the first four weeks of registration. This is all re-enrollment for current students. Our new student folks are working like crazy to help increase our number of applicants and admits. Faculty Question: What is the appropriate way to let students know about the summer deal? Vicki: The CARES money will not cover everybody, so we are reaching out to the students who qualify directly to let them know about this. This is a strategic way to get to them. Faculty Question: Is this summer deal available for students from other campuses? Vicki: No, this is for our current students.

## 11. Personal Misconduct vs. Academic Misconduct – Beth Tyler

- a. The mitigation testing continues, but it is possible that those who are vaccinated may get removed from the mitigation testing pool in the future. That's not policy now, but it could become it.
- b. Please encourage your students to run for student government.
- c. The [Code of Student Rights, Responsibilities, and Conduct](#) includes policies on [academic misconduct](#) and [personal misconduct](#). The code is university-wide, but the procedures are campus-specific. There are particular sanctions for academic misconduct: these sanctions are in the authority of Academic Affairs. Types of this misconduct are Cheating, Fabrication, Plagiarism, and Facilitating Cheating. The sanctions are academic, such as repeating the assignment, or lowering a grade. Personal misconduct includes dishonesty, failure to comply with university officials, and others. There is a specific set of [procedures](#). Sanctions that are indicated include disciplinary warnings, probation, restitution, and expulsion. It is very unlikely that personal misconduct sanction would happen because of [disruptive behavior](#) in the classroom. Faculty have oversight and responsibility for managing their class and establishing expectation. Please call me or email me if you have questions about any of this: [tylerb@iun.edu](mailto:tylerb@iun.edu) and 219-981-5660. Faculty Question: If I establish a rule for my course and a student breaks it, is that academic or personal misconduct? Beth: It will depend on whether the rule has to

do with the learning outcomes of the course. If there are no learning outcomes involved, it probably falls under disorderly conduct, and you would want to talk to me about a charge of personal misconduct. Faculty Question: So personal misconduct does not end up on the transcript, only academic misconduct does? Beth: One caveat: if a student is suspended from the university in the middle of the semester, they will end up with Ws or Fs on their transcript because of that suspension. Faculty Question: Is there an increase in misbehavior this semester? Beth: No, this is just part of my annual reminder to you all of what I do and how my office can help.

## 12. Old Business/Announcements

- a. The next meeting is April 16<sup>th</sup>.
- b. No other business presented.

13. The meeting was adjourned at 3:00 pm.



Attachment 1:  
Report of the Library Committee

(See the following pages)

Databases get more expensive every year, while the library's budget remains basically flat.

			DATABASES RANKED BY PRICE 2021				
2019	2020	2021				RENEWAL	DATE
\$35,931.00	\$37,624.00	\$38,787.71			AM CHEM SOC		NOV
\$24,597.00	\$25,826.00	\$25,826.09			PROJECT MUSE		OCT
\$24,239.00	\$24,845.00	\$24,844.59			WILEY BLACKWELL		OCT (CIC)
\$17,904.00	\$18,978.00	\$19,927.29			SCIENCE DIR BEHAVIORAL		JULY
\$17,735.00	\$18,799.00	\$19,739.36			SCIENCE DIR PHYSICAL		JULY
\$14,325.00	\$14,628.00	\$14,993.75			CINAHL		JULY
\$14,300.00	\$14,300.00	\$14,300.00			JSTOR		NOV

Above are the seven most expensive databases that IUN subscribes to. Their total cost increased by \$9387.79 (or 6.2%) from 2019 to 2021: \$5969.00 from 2019 to 2020 and \$3,418.79 from 2020 to 2021.

# E-Resources Common Core Collection Task Force

Resources named essential by all 7 campuses	8
Resources named essential by 6 campuses	16
Resources named essential by 5 campuses	14
<b>Total top-tier databases</b>	<b>38</b>

Out of the 38 top-tier databases, IUN currently subscribes to all but five.

## **Library Committee Members**

Library: Cynthia Szymanski (co-Chair)

COAS: Cara Lewis, English (co-Chair)  
Liz Hoskins, Biology  
Henry Wyzinski, Math

CHHS: Melynie Ann Durham, Radiologic Sciences  
Sharnita Rice, Nursing

Education: Glenn Lauzon

Business: Matthew Lutey

Attachment 2:

All-Campus Survey & Curriculum Committee Resolution

## **All-Campus Survey & Curriculum Committee - scope of review**

### **Background**

Whereas the Survey & Curriculum Committee charge is “Committee shall review, criticize, and make policy recommendations with respect to *all aspects* of the credit curriculum, degree or non-degree.”

And whereas the Survey & Curriculum Committee normally reviews curriculum items that pass through the CARMin system including new courses and course changes (including changes in prerequisites) as well as new programs, majors, and minors.

And whereas the Survey & Curriculum committee does not currently review changes to majors and minors which are handled at unit curriculum committee level.

### **Rationale**

The Survey & Curriculum Committee would like to maintain the integrity and meaning of the curriculum process and promote communication and coordination between academic units.

### **Resolution**

The All-Campus Survey and Curriculum Committee shall review curriculum changes from all academic units including those outside of the CARMin workflow such as revisions to programs, majors, and minors beginning in the 21-22 academic year.

### **Approval Path**

AASC - Approved Feb 5, 2021

Exec Com - Recommended clarification Feb 5, 2021

AASC - Revised and Approved Mar 5, 2021

Exec Com - Approved Mar 18, 2021

Fac Org - to be considered Mar 19?