

#7

Indiana State University
Faculty Senate, 2021-2022

Executive Committee

October 26, 2021

3:30 p.m. via Zoom

Members present: A. Arrington-Sirois, A. Arrington-Slocum, S. Arvin, L. Brown, J. Frost, J. Gustafson, K. Hinton, K. Yousif

Absent Members: A. Badar

Ex-Officio Present: President D. Curtis, Provost C. Olsen

Guests: R. Gonser, C. Cross, L. Behrendt, J. Reynolds, F. Moayed, K. Butwin

1) Administrative Reports**a) President D. Curtis**

Thanked everyone for the work they did for Homecoming. We had all three boards here. Chris Olsen gave a presentation about the Indiana State Advantage. We were able to do a number of naming dedications. Chris MacDonald did the presentation for the Dr. Eric Hampton conference room in University Hall. Shared the news about the passing of Dr. Robert Williams. He was a dedicated member of the faculty as well as a dean. He had a unique character and will be missed.

b) Provost C. Olsen

Putting together a panel to do workshops on how to set up successful experiential learning experiences. It will be a couple years before the big push out on these but training now will be helpful.

There will be a meeting Thursday with the group that is completing the finalized template for the health checkups. This will be first round then revisions.

2) Chair Report: K. Yousif

No Report

3) Fifteen Minute Open Discussion**a) 14th and Chestnut**

L. Brown: I am curious as to why we left our partnership with 14th and Chestnut.

D. Curtis: Cannot divulge the exact reasons but we have to put students' safety as our number one priority. We did make multiple attempts to resolve the issues.

b) Pay Increase

J. Gustafson: Although the amount of the pay increase was inadequate, I want to thank the administration for making the pay increase a dollar amount and not a percentage. This will help those on the lower part of the pay scale more. As for the raising of minimum pay to \$12 per hour, will it affect others on the pay scale above them?

D. Curtis: There will be some feathering to the pay above that. The ones not receiving the pay increase are those at the executive level.

4) Approval of Executive Committee Minutes (October 12, 2021)

Motion to approve L. Brown, J. Frost: 8-0-0

5) Curriculum:

New program: Accelerated Master Degree in Occupational Safety Management.

Motion to approve J. Gustafson, L. Brown: 8-0-0

Presented by Farman Moayed, Chair, Dept. of Built Environment

F. Moayed: Last year we did a quick poll with the undergraduate students to see if there was interest in an accelerated 4+1 master's program. The survey results were positive. We are hoping this will increase retention rates with our graduate programs.

K. Yousif: How will these be taught?

F. Moayed: Both on campus and hybrid. The graduate section will mostly be taught online. The only abstention vote before Exec was from a faculty member concerned that this might not attract enough students.

K. Yousif: You can do this without additional resources?

F. Moayed: Yes. It will actually make it easier on us from a resource standpoint.

Suspension, graduate program: Dietetics

Motion to approve both suspensions L. Brown, A. Arrington-Sirois: 4-3-0

Presented by Linda Behrendt, Chair, Dept. of Applied Health Science

K. Yousif: These programs look similar.

L. Behrendt: Yes, they are identical.

L. Brown: This was a recently created program. It seem like such a short time for this to be happening.

L. Behrendt: We had to move in this direction due to loss of faculty and not being able to replace them. We have already contacted our accreditation board. We should be able to get reaccreditation once we have everything in place.

K. Yousif: Is the 4+1 a separate program?

L. Behrendt: Yes.

J. Frost: Is there still interest in the program? How many students are interested in the program?

L. Behrendt: It is limited due to the faculty we have in the area. We are looking at making it online since we will be able to expand our options for training. We did lose some students due to not being able to offer the program.

J. Gustafson: Can this lay dormant?

K. Yousif: If we vote to suspend these, will that affect reaccreditation?

L. Behrendt: Due to accreditation it can't lay dormant. Being suspended will not affect getting reaccreditation.

L. Brown: Faculty left and you weren't able to find replacements for them?

L. Behrendt: No. We were not allowed to find a replacement for them even though some departments have been able to use accreditation as a drive for faculty replacement.

J. Frost: So this was due to a budgetary issue.

L. Behrendt: In 2019 we laid out what we need to keep the program going. We knew at that time we would have to offer a master's program as well since that was the path the industry was moving towards.

K. Yousif: Thank you for sharing the frustrations of not being able to replace an accredited program's required faculty.

Suspension, graduate program: Piano Pedagogy Certificate

Motion to approve suspension of program: J. Frost, A. Arrington-Sirois: 7-0-0

Presented by J. Reynolds, Associate Professor, School of Music

J. Reynolds: We are suspending this program due a recommendation from our accrediting board. We are removing some programs and revitalizing them. At this time we are just doing housekeeping.

C. Olsen: We stopped admitting students two or three years ago.

6) Graduate Policy Revisions:

Motion to approve J. Gustafson, S. Arvin: 7-0-0

Presented by R. Gonser, Chair, Graduate Council

R. Gonser: Over the summer we were asked by Dean Collins to review a graduate faculty member's status. We reviewed the Handbook and nothing has been updated since 2007. We consulted the Faculty Senate's Executive Committee and through that process we developed the updated policy along with the process.

Everything referencing the specifics of 2007 should be removed. We looked at the existing language and noticed the new position of graduate director is not listed, so we added that but questioned if they should hold that much authority. The last part that we added in was the appeals procedure. We wanted to outline an appeals procedure whether the status was revoked or not obtained after applying for it.

K. Yousif: In the very bottom that you outlined states "In cases where an appeal is to be made regarding the revoking..." Should that be changed to "probation and revoking"?

R. Gonser: One can appeal anything. We also have graduate student appeals and they can appeal being put on probation.

L. Brown: Should it be probation and revocation?

K. Yousif: ...so it would be a parallel?

R. Gonser: We also weren't sure how to word directing appeals to the Provost.

C. Olsen: Would prefer "Office of the Provost."

L. Brown: "The Office of the Provost is where the appeal should be directed."

K. Yousif: If we make these minor changes do you want it to go back to Graduate Council?

R. Gonser: No, the Graduate Council accepts these as minor changes that do not change their spirit or substance.

Expectations/Responsibilities of Graduate Faculty

Motion to approve L. Brown, S. Arvin

Motion to table J. Gustafson, L. Brown: 7-0-0

R. Gonser: We did question where these procedures should go.

K. Butwin: We can put a link in the Handbook, but recommend that you create a webpage that can be updated without having to update the link every time. This would be the case for all policies that have external files that accompany them.

K. Yousif: That would follow Graduate Council's thinking of putting it in the Graduate Council's Handbook and putting a link as to where to find it.

R. Gonser: These are based on what is already posted on the College of Graduate and Professional's website and in the Graduate Handbook. What happened is that you have to look for it in many different locations. This centralizes it to one location. It also makes it easy for graduate programs to incorporate into their handbooks with this being the minimum level. They cannot reduce their expectation lower than this. This was the basis of how we made that decision this summer after we created this document.

J. Gustafson: Some of the language seems a little vague and there are numerous errors.

R. Gonser: We negotiated the terms that are in this document. At first there was a long laundry list of items that needed to be added but it seemed as if something was always forgotten or excluded. We walked our way back to this as it points to other policies that need to be looked at.

K. Yousif: The power differential bit is quite good in the sense that it is asking you to have integrity and to understand that there is a power differential so it isn't abused.

J. Gustafson: These are additional responsibilities and expectations that are added to anyone given graduate faculty status. This is unconditionally given to anyone that accepts a position at Indiana State University with a terminal degree. I am assuming that this is triggered when anyone has any activity graduate level.

L. Brown: Could it be titled Expectations of Graduate Faculty [removing the exception for dissertation and thesis supervision]?

K. Yousif: It specifically excludes thesis. It includes a committee member but doesn't include a chair.

L. Brown: I would imagine that a chair would need to adhere to this as well. Are these things that would be expected of all graduate faculty?

J. Gustafson: The fourth part does actually deal with thesis/dissertation/culminating experience chair. So it actually is in there so it is not clear why it is excluded in the title.

J. Frost: Where this is going to be located? In the context of what other materials?

R. Gonser: Since there is not an existing section a new one would be created in the Graduate Handbook. It would apply to all graduate faculty members. It is not just those that are on campus but anyone that has ISU graduate faculty status.

J. Frost: Where are the additional guidelines that you didn't want to override in regards to Chairs and Committees?

R. Gonser: In the Handbook there are already sections on thesis and dissertation chairs so when we got down to the bottom we never went back and changed the title. We didn't focus too much on the title because we weren't sure where this was going to go.

K. Yousif: It could then come before the specification what it to be a chair and what other pieces are explained.

R. Gonser: One thing that isn't in the Graduate Catalog but is in this is the culminating experience, as a lot of programs have been moving away from thesis and dissertations to culminating experiences.

K. Yousif: Executive Committee: do you want to see where this would go in the Graduate Catalog? Do you want to ask Graduate Council to clarify some of the language?

L. Brown: Would like to see a change to the title and some of the language cleaned up along with where it would be placed. It should go back to Graduate Council.

R. Gonser: If you could highlight the changes you want made and send them to me that would be helpful.

J. Gustafson: If there are any changes made to this document by GC in their own documents, after it is approved, would we see them?

L. Brown: We don't see minor changes as they stop with CAAC. We only see major changes, like this. If there is a question on if it should move forward the Chair of CAAC and the Chair of the Executive Committee would discuss it and make that judgement call.

A. Arrington-Slocum: Can we clarify if this is going to go in the Graduate Catalog or the Graduate Handbook? It looks like the Graduate Handbook is different for each program and not everyone has one. The Graduate Catalog is where classes are. Or would this be a whole new thing?

L. Brown: Believe there is a separate Graduate Handbook that is different than the program handbooks.

A. Arrington-Slocum: It does not come up in a search of the University website. The committee might want to clarify where it is.

J. Frost: It needs to be someplace where it is easy to find.

R. Gonser: I believe there is a Graduate Handbook. You just have to know the correct terms when searching for it.

L. Brown: We should table this until Graduate Council has a chance to make the change we have asked for and to clarify the location of where this will be placed.

Procedures for Review of Graduate Faculty Status

Motion to approve J. Frost, S. Arvin

Motion to table L. Brown, J. Gustafson: 7-0-0

R. Gonser: This is more fleshed out version of what we did this summer based on the comments and recommendations that we sent to us by the Executive Committee. We wanted to make the process clear.

K. Yousif: This would follow the same process as the procedures and have a link in the policy library. Could the result be probation and should that be included in the title as it is detailed in the document?

J. Frost: Should there be a sub-committee formed just for this? They wouldn't meet that often. People may want to serve on this and claim that as "service."

R. Gonser: The faculty would have to be tenured. They should have taught graduate and culminating experiences. There would have to be a poll created to pull from so there

wouldn't be a conflict of interest. I have also been told in the past that service on these types of committees couldn't be claimed due to confidentiality.

L. Brown: This would be set up like the grievance committee.

J. Gustafson: I would like to know where this would be placed. We should table this one as well since they go together.

K. Yousif: Thanks R. Gonser and the Graduate Council for their hard work on this. We all have a vested interest in getting this done and finalized.

R. Gonser: Thank you for all of your feedback. We will get this done and see you in a future meeting.

7) Standing Committee reports

AAC: A. Arrington-Slocum: Met on Friday. They addressed nominations for search committees. They would like to see a university wide survey happen through Qualtrics. They are wanting guidance on how to move forward. They have one a question on section 146.2.2.2.2 which state that search committees shall consist of one-third faculty. They were wondering if the Provost Search Committee was larger in the past since they were asked to nominate eight and only four were used.

K. Yousif: Believe it was always one-third Just wanted to give them more names as we sometimes have someone who declines. Once a slate is drawn up we can't write a new one if someone turns it down.

A. Arrington-Slocum: So you were the one that asked for eight candidates to be slated?

K. Yousif: Yes.

AEC: Gustafson: No report.

CAAC: Arrington-Sirois: Met today. Had a presentation on a program to be suspended. Will vote next week.

FAC: Brown: No report.

FEBC: Hinton: No report.

GC: Frost: There was a request by a dean to have a regular reviews of graduate faculty and they wanted them to be done annually.

C. Olsen: We already have a regular review process that should catch issues.

SAC: Badar: No report.

URC: Arvin: No report.

8) Adjournment: 5:03 pm