

Faculty Senate Meeting

28 April 2023

Senators present: Kim Delaney, Kyle Mara, Jason Hardgrave, Brandon Field, Erin Reynolds, Nicholas Rhew, Rob Dickes, Stephanie Young, Shane White, Matt Hanka, Gary Black, Jessica Mason, Amy Wilson
Additional attendees: Mohamed Khayum, Amy Chan Hilton, Sally Vogl-Bauer, Julie McCollough



Held in BEC Boardroom

- ! Called to order: 2:31 pm
- ! Minutes from 14 April: Draft 2 was circulated with provided addition. Minutes unanimously approved with one abstention.
- ! Senate Chair report from Kim:
 - ! Academic Planning Council met: There are new programs being reviewed by the Board of Trustees, including certificates and minors
 - ! Newest Version of USI Handbook is being released, including changes that have been passed through Senate: 2022_15, 2021_14, and 2022_12
 - ! Jon Mark Hall has been promoted to Associate VP and Director of Athletics, and he now directly reports to the President.
 - ! Pott College Dean candidates will be on campus in the upcoming weeks. The Provost search will begin interviews in the next weeks, and on campus interviews will be later in May.
 - ! We appointed Chad Tew as the faculty member of the Student Publications Committee.
 - ! Kim is moving forward on our modifications of the add/drop policy that we discussed in regard to Charge 2023_06.
 - ! She will be calling a Zoom meeting in June for the ad hoc committee's proposal
- ! Provost's Report from Dr. Khayum:
 - ! Budget process was voted on last night, but we don't have details yet. The commission had requested that higher ed institutions gets more than in the past, but we don't know what stayed in and what got taken out.
- ! New Business: Subcommittee reports were accepted from Core 39 Committee, Curriculum Committee, Faculty and Academic Committee, and Economic Benefits
 - ! There was a motion to modify the Standing Charge of the Faculty and Academic Affairs Committee.
 - ! The standing charge would be changed to clarify that "administrators" means full administrators; i.e. people without any teaching load.

- ! It is important to keep track of administrative and faculty load, especially with regard to the Grey and Associates data that are being generated with regard to tuition earnings split out by faculty member.
- ! It was decided that rather than amend the bylaws (which contains the standing charge), but instead to provide encouragement to the future committee to perform their standing charge, and to provide them with the working definition (that “administrators” means people without any teaching load), that might need to be modified in the future. It was considered important that Faculty Senate Subcommittees not take it upon themselves to determine whether or not they should perform their standing charges, but rather to do the work that is requested of them in the Faculty Handbook and Faculty Senate By-Laws.
- ! A discussion on the Economic Benefits Committee was lead by Sally:
 - ! There have been complications with regard to the standing charges of the Economic Benefits Committee.
 - ! The recommendations that were made in regard to 2021_13 was tabled so Kim can follow up, especially regarding the changes to insurance payment schedule that was made in December.
 - ! Recommendations regarding Charge 2022_14, regarding the Athletic Fee being charged under the faculty waiver. The four recommendations from the committee were unanimously voted to be approved and will be passed along to the administration.
 - ! The motion was made for Senate to issue the following statement regarding the athletic fee: “Faculty Senate strongly believes that any mandatory athletic fee for employees receiving a tuition waiver diminishes an important employment benefit and creates a barrier to faculty and staff support of USI’s move to Division 1 athletics.” This statement was approved unanimously.
- ! Next meeting: Zoom meeting in June.
- ! Meeting adjourned: 4:03 pm.



UNIVERSITY CORE CURRICULUM COMMITTEE
REPORT TO FACULTY SENATE
2022-2023

APPROVED BY ELECTRONIC COMMITTEE VOTE [04-18-2023]
SUBMITTED [04-18-2023]

2022-2023 MEETINGS

The Core 39 Committee met on the following dates: 09-20-2022, 11-08-2022, and 03-22-2023. All meetings were held virtually over Zoom.

MODIFICATIONS TO THE COMPOSITION OF CORE 39

The following courses were approved for addition to Core 39, beginning in Fall 2023:

- PHIL 364 – Gender and Philosophy [EE: Diversity]
- MATH 115 – Pre-calculus Mathematics [Foundation Skills: Mathematics]
- POLS 208 – Law, Courts, and Justice [EE: Diversity]
- POLS 302 – The Politics of the Civil Rights Movement [BS Skills: SS, WOK: SI, EE: Diversity]
- POLS 427 – Urban Politics and Governance [BS Skills: SS, WOK: SI, EE: WI]
- POLS 464 – Environmental Politics and Policy [EE: WI]
- POLS 472 – International Law [BS Skills: SS, EE: Global]

The following courses were approved for deletion from Core 39, beginning Fall 2023:

- FREN 306 – Advanced French I [WOK: WLC, EE: Diversity]
- GERM 306 – Advanced German I [WOK: WLC, EE: Diversity]
- SPAN 306 – Advanced Spanish I [WOK: WLC, EE: Diversity]
- PHYS 206 – Intermediate Physics II [BS Skills: NSL]
- PHYS 206L – Intermediate Physics II Laboratory [BS Skills: NSL]

REVISIONS TO LEARNING OUTCOMES AND RUBRICS

Done in response to Faculty Senate Charge 2020_24 (Approved 09-04-2020)

- 1) At the 11-08-2022 meeting, the Committee approved revised learning outcomes for Ways of Knowing: Creative and Aesthetic Expression (Appendix A).
- 2) At the 03-22-2023 meeting, the Committee approved revised learning outcomes for Ways of Knowing: Social Inquiry (Appendix B).

H. LEE COOPER CORE CURRICULUM TEACHING AWARD

At the 03-22-2023 meeting, the Committee selected the 2023 H. Lee Cooper Core Curriculum Teaching Award recipient. The recipient's name was forwarded to the Provost's Office and the award will be announced at the Fall 2023 University Meeting.

WAYS OF KNOWING: CREATIVE AND AESTHETIC EXPRESSION

Students demonstrate an understanding of the uses of creative expression and aesthetic interpretation in the fine, performing or literary arts and how these works express ideas and evoke feelings.

Criteria	Exceeds Expectations	Meets Expectations	Fails to Meet Expectations
Describe the use of creative and aesthetic expression.	Identifies and defines the use of creative and aesthetic expression. Distinguishes the particular form of expression from other similar works.	Identifies and defines the use of creative and aesthetic expression.	Fails to identify or define the use of creative and aesthetic expression.
Develop appropriate means of interpreting, analyzing, and evaluating works of creative and aesthetic expression.	Elaborately interprets, analyzes, and evaluates works of creative and aesthetic expression by applying key concepts, terms, methodologies, and comparisons of other contexts.	Accurately interprets, analyzes, and evaluates works of creative and aesthetic expression by applying key concepts, terms, methodologies, and/or comparisons of other contexts.	Fails to interpret, analyze, and evaluate works of creative and aesthetic expression.
Create, interpret, or reinterpret artistic and/or humanistic work that expresses ideas and evokes feelings.	Performance, interpretation, or reinterpretation is effective and original.	Performance, interpretation, or reinterpretation is effective, but originality is limited.	Performance, interpretation, or reinterpretation is ineffective.
Analyze the concepts and principles of diverse narratives and evidence.	Thoroughly analyzes a diversity of narratives and evidence in works of creative and aesthetic expression.	Employs a diversity of narratives and evidence to analyze works of creative expression.	Analysis of narrative and evidence is incomplete or minimal.



WAYS OF KNOWING: SOCIAL INQUIRY

Students demonstrate an understanding of individual development, social interaction, and social behavior and employ appropriate practices for collecting, analyzing, utilizing, or presenting data relating to social issues.

Criteria	Exceeds Expectations	Meets Expectations	Fails to Meet Expectations
Identify how individuals and/or groups develop, interact, and organize.	Correctly identifies and evaluates how individuals and/or groups develop, interact, and organize.	Correctly identifies how individuals and/or groups develop, interact, and organize.	Does not correctly identify how individuals and/or groups develop, interact, and organize.
Identify major concepts, theoretical perspectives, and/ or methodologies of the social sciences or related disciplines.	Correctly identifies and evaluates major concepts, theoretical perspectives, and/ or methodologies of the social sciences or related disciplines.	Correctly identifies major concepts, theoretical perspectives, and/ or methodologies of the social sciences or related disciplines.	Does not correctly identify major concepts, theoretical perspectives, and/ or methodologies of the social sciences or related disciplines.
Evaluate appropriate practices for collecting, analyzing, utilizing, or presenting data relevant to the chosen disciplines.	Evaluates and applies practices of collecting, analyzing utilizing, or presenting data relevant to the chosen disciplines.	Evaluates appropriate practices for collecting, analyzing, utilizing, or presenting data relevant to the chosen disciplines.	Identifies but does not evaluate appropriate practices for collecting, analyzing, utilizing, or presenting data relevant to the chosen disciplines.
Analyze implications regarding a social issue relevant to the related disciplines.	Develops solutions regarding a social issue relevant to the related disciplines.	Analyzes implications regarding a social issue relevant to the related disciplines.	Identifies social issues but does not analyze the implications regarding a social issue relevant to the related disciplines.



Faculty Senate Subcommittee Annual Report

Committee Name Curriculum Committee

Academic Year 2022-2023

Current Committee Chair Dr. Matthew J. Hanka

Chair Selected for Upcoming Academic Year None

Committee Members

Dr. Perry A. Burnett (RCOB), Dr. Nicholas Jankuhn (RCOB), Dr. Matthew J. Hanka (COLA), Dr. Chad R. Tew (COLA), Mrs. Amy L. Wilson (CNHP), Dr. Lori A. Phillips (CNHP), Dr. Yalcin Sarol (Pott College), Dr. Rebecca L. Sparks-Thissen (Pott College), Mrs. Rebecca L. Neel (Rice Library, *Ex Officio*), Mrs. Angel D. Nelson (Registrar, *Ex Officio*), Dr. Julie L. McCullough (Provost's Office, *Ex Officio*), Dr. Brian D. Crose (Online Learning, *Ex Officio*)

Meeting Dates during current Academic Year

The committee met on alternate Tuesdays at 1 p.m. and alternate Wednesdays at 2 p.m. during the fall semester on September 20, October 5, October 18, November 2, November 15, and December 7. In the spring semester, the committee met on Mondays at 2 p.m. on February 13, February 20, March 13, March 27, and April 10.

Charges Considered this year

None.

Description of Committee Activities and Work product

During the 2022-2023 academic year, the Curriculum Committee approved 15 new courses, two experimental courses, 60 course modifications, 11 course deletions, five courses with a memorandum requiring modifications, and 40 program modifications.

The committee also approved five new programs: the Indiana College Core Certificate (30 credit hours), the Social Services Designee Certificate (15 credit hours), the Latin American Studies Minor (21 credit hours), the Literary Publishing Minor (18 credit hours), and the Behavioral Economics Minor (24 credit hours).

Actions taken by Committee

None

Actions requested of Senate

None

Faculty Senate Subcommittee Annual Report

Committee Name Faculty and Academic Affairs

Academic Year 2022-2023

Current Committee Chair Jason Fertig

Chair Selected for Upcoming Academic Year TBD

Committee Members

Mary Doerner, Jason Fertig, Rocco Gennaro, Zhe (Cliff) Li, Laura Lutgen-Nieves, Brent Summers, Zachary Ward, Ilfa Zhulamanova, Marna Hostetler

Meeting Dates during current Academic Year

11/16/22, 1/18/23, 2/15/23

Charges Considered this year

2019_21 and 2020_04 – “Instructor Promotion”

Description of Committee Activities and Work product

FAAC Response to Instructor Promotion Charge.pdf, submitted to Senate on 3/3/23 (Due to the length of that document, it is not reproduced in this report).

Actions taken by Committee

Please see report submitted to Senate on 3/3

Actions requested of Senate

NOTE: This is a request for Faculty Senate. The standing charge regarding Faculty vs. Admin growth needs to be revisited. Currently, the charge is three years behind (in terms of providing information). There needs to be more clarity for future committees in terms of the process needed to address the charge. Next year's committee should have bringing that charge up to date as its initial charge in the Fall. It would be helpful to bring someone from USI HR into the loop so that they are aware of what information they need to provide to the committee.

Appendix 4 Economic Benefits Report

Template for Committee Reports (to be submitted to Senate)

Use the following outline in the preparation of the annual report due to Senate at the end of the term.

I. Committee Name: Economic Benefits Committee

II. Academic Year: 2022-2023

III. Current Committee Chair: Sally Vogl-Bauer

IV. Chair Selected for Upcoming Year: Jessica Rick

V. List of Committee Members

Cathy Carey
Dan Elg
Jennifer Evans/Tracy Kinner
Jenna Kloosterman
Jessica Rick
Jenna Thacker
Sally Vogl-Bauer
Jinsuk Yang
Sarah Will (ex-officio member)

***There was a different ad hoc committee that addressed a faculty merit special charge that met extensively from June 2022 – February 2023 that I was also chairing.

VI. List of Meeting Dates During Current Academic Year

Tuesday, October 25, 2022
Wednesday, March 1, 2023
Wednesday, March 23, 2023 (canceled due to pending information)
Wednesday, April 5, 2023
Wednesday, April 19, 2023

***These dates are for the current members listed above

VII. Results of Standing Charge (if applicable)

Pending. Seeking additional information on how to complete this charge so that future committees will find this task more manageable. The results of the standing charge will be worked on in late April/May and will be shared with the future chair of this committee and submitted to Faculty Senate in early Fall 2023.

VIII. Results of New Charges (if applicable)

There were three charges for the Economic Benefits Committee:

- Charge 2022_01: Charge to Improve Service and Communication about Leave Administration Between USI Benefits Staff and Employees
 - Submitted in Fall 2021, received by Committee in Fall 2022
- Charge 2021_13: Investigation of Salary Advance Policy and Prepayment of Health Insurance for New Faculty
 - Submitted in Fall 2021, received by Committee in Fall 2022
- Charge to Request to Include Athletics Fee as Part of the Employee and Family Fee Waiver
 - Joint effort with other governing bodies, Administrative Council and Staff Council

See Recommendation Summaries for each charge.

IX. Charges that will be Addressed in the Upcoming Year

The Standing Charge for this Committee – and guidelines for completing this standing charge will be shared with the incoming committee chair and the incoming Faculty Senate Chair beginning in Fall 2023.

X. Actions Requested of Senate (i.e., Policy recommendations)

See attachments that contain “Recommendation Summaries” for each charge.

Recommendation Summary: Improving Service and Communication About Leave Administration
Between USI Benefits Staff and Employees

Charge# 2022_01

Submitted by Economic Benefits Committee

Spring 2023

Brief Summary of Charge

In the charge “Improving Service and Communication About Leave Administration Between USI Benefits Staff and Employees” submitted on November 17, 2021, the primary issue highlighted was confusion on how leave works and who the primary point of contact is in Human Resources when faculty and staff have leave questions.

This particular charge was not shared with the Committee until Fall 2022.

Work Completed by Committee

The Economic Benefits Committee reviewed the charge and also spoke with individuals in Human Resources to learn more about how the leave process works and to identify questions faculty and staff were having on leave-related issues.

Human Resources had begun work on creating a Frequently Asked Questions section on the HR website. The Committee then made suggestions for adding some content that would further enhance this work.

Committee Recommendation

After reviewing the work done by Human Resources on the different leave sections, the committee believes that the concerns mentioned in this charge have been successfully addressed by Human Resources. There are a series of FAQs provided, and a primary point of contact for asking questions is also given to add faculty and staff that have questions.

Recommendation Summary: Investigation of Salary Advance Policy and Prepayment of Health Insurance
for New Faculty

Charge# 2021_13

Submitted by Economic Benefits Committee

Spring 2023

Brief Summary of Charge

In the charge “Investigation of Salary Advance Policy and Prepayment of Health Insurance for New Faculty” submitted on September 21, 2021, the primary issues highlighted were focused on when faculty would receive health insurance coverage and when faculty might be able to begin receiving salary compensation.

This particular charge was not shared with the Committee until Fall 2022.

Work Completed by Committee

The Economic Benefits Committee spoke with representatives from Human Resources on several occasions. As part of these conversations, the following topics were discussed:

- Is it possible to change the payroll structure?
- When and how does health insurance coverage begin?
- What can be done to determine when the official faculty start date is?

It was learned that changing the university payroll structure is complex, and changing to a bi-weekly payroll process has additional financial costs associated with it. Thus, at this time, that does not appear to be a viable option.

In terms of when health insurance coverage begins, it starts at the beginning of a month. Therefore, faculty will receive health insurance coverage sooner than was initially thought.

Finally, it became clear that an important factor that impacts both when faculty begin to receive financial compensation as well as health insurance coverage is the official start date listed on new hire contracts. If the official start date is the first of the month, both faculty pay and faculty health insurance coverage issues are able to be resolved.

Committee Recommendation

Based on what has been learned by the Economic Benefits Committee, it is recommended that all new faculty hire start dates should be at the first of the month. In most cases, this will be August 1. This solution will:

- Take care of when new hires will begin to receive compensation,
- Consider the work that is done by a faculty member to prepare for the start of a new semester, and also
- Gives the new faculty member access to health insurance coverage.

Recommendation Summary: Academic Fee Waiver Policy

Submitted by Economic Benefits Committee

April 2023

This recommendation is being submitted in collaboration with the Administrative Senate and Staff Council at USI. All governing bodies agree with the recommendations listed below.

Brief Summary of Charge

In the charge “Athletic Fee Waiver” submitted August 31, 2022, the primary issue highlighted was a request for the University to waive or reduce the mandatory per-semester athletic fee that is now being charged to employees, spouses, and dependents who are enrolled in classes.

Work Completed by these Three Committees

The Economic Benefits Committee met with the Chairpersons/Representatives of Administrative Senate and Staff Council to discuss the required Athletic Fees that are added to the cost of USI employees taking coursework at USI. A meeting was also held with representatives of Human Resources, during which data was gathered to better understand the implication of these fees as they relate to the University budget.

Several issues emerged during these conversations. They include:

- The economic impact of athletic fees on employees taking courses at USI and what would be considered a reasonable amount for employees to pay.
 - The initial charge also addressed dependents, but the three groups made the decision to focus on employees only.
- The lack of clarity currently present in the University Handbook as it pertains to the assignment of athletic fees and what does/does not constitute a fee waiver.
- Opportunities the administration could implement to support the transition to Division I athletics that would mutually benefit employees and student athletes.

Each of these topics is discussed below.

Economic Impact on Employees

USI currently offers employees the opportunity to take courses, tuition-free, with the exception of some fees. This is a popular employee benefit. It also serves as a recruitment tool when hiring new employees. Prospective job candidates are able to consider the benefit of finishing a degree “for free” when making their employment decisions, and this may play a role when deciding whether to work at USI.

Here are few details regarding employee enrollment in courses:

- The maximum number of credits employees can take is 15 credits/year, and 6 credits/term.
- Due to professional and personal obligations, most employees typically take 3 credits/term.
- The addition of a sliding scale required athletic fee that employees now have to pay for undergraduate courses is changing the reality of what the “tuition-free” benefit actually is.

All three governing bodies note that the sliding scale of athletic fees is problematic for employees. This is most acutely felt by employees that are constituents of the Staff Council.

- Once athletic fees reach their normal amount of \$240.00/semester, any employee taking a tuition-free 3-credit course will be required to pay close to 30% of the cost of tuition for a 3-credit course.
- As a result, it is no longer a “tuition-free” benefit and has the potential chilling effect for some employees to earn their degrees while employed at USI.
- The group noted that this, in turn, could impact employee retention, as well as future recruitment, since this is a popular benefit for both current and prospective employees.

The table below shows the percentage of athletic fees in association with tuition costs for a 3-credit course over the span of the next four years, as the sliding scale for the athletic fee is implemented.

Tuition Cost \$281.00/Credit Hr. (Cost is for a 3-Credit Course)	Sliding Scale Cost of Athletic Fee/Semester	Percentage of Athletic Fee in Relation to 3-Credit Tuition Cost
\$843.00	\$60.00 (Year 1 – 2022-2023)	7.1%
\$843.00	\$120.00 (Year 2 – 2023-2024)	14.2%
\$843.00	\$180.00 (Year 3 – 2024-2025)	21.3%
\$843.00	\$240.00 (Year 4 – 2025-2026)	28.4%

In sum, once the athletic fees have been fully implemented, employees will be paying approximately 30% of the cost of tuition each semester when enrolled in a 3-credit undergraduate course.

University Handbook Language Confusion

The three governing bodies also noted that the current language in the University Handbook on tuition fees and fee waivers is confusing and in need of greater clarification and transparency.

The present language provided below comes from the University Handbook:

<https://handbook.usi.edu/fee-waivers-and-course-enrollments>

Faculty and Staff Members

Eligible employees, employed by the first day of class and enrolled in courses at the University of Southern Indiana may receive:

- A waiver of full fees (as listed in a-g above) for undergraduate and graduate courses.
- The fee waiver applies to not more than 15 credit hours per academic year with a maximum of six credit hours per fall semester, six credit hours per spring semester and six credit hours per summer term, up to a maximum of 12 summer credit hours.
- Enrollment in credit courses for any employee must not conflict with assigned duties. Guidelines for class attendance during the workday are contained in Section D.11. Faculty should also refer to “Faculty Enrollment in Courses” in Section III of the Faculty Handbook.
- Eligibility is extended to those employees considered as official retirees (including disabled retirees) of the University and continues during the period of retirement. Retirees are eligible for Fee Waivers and receive comparable benefits to active employees.

- In certain limited situations, part-time regular (non-temporary) employees may be eligible for fee waivers for individual job-related courses or for all courses that lead to a USI undergraduate degree, if such courses or degree are required by external regulatory bodies. Such special circumstances require approval of the applicable dean and provost or vice president, in coordination with the executive director, Human Resources.

This is what is included for fees A-G:

- The fee program includes a percentage waiver for the following lab and miscellaneous fees:
 - a. All Mandatory Fees
 - b. All Program Fees
 - c. All Lab Fees
 - d. Transportation and Parking Fees
 - e. Student Activity Fees
 - f. Counseling Service Fees
 - g. Online Learning Fees
- If fee is not listed above, then it is not eligible for the fee waiver.

Thus, there is confusion on what really constitutes a “mandatory fee” since the common interpretation for a mandatory would be something that a person is required to pay. The Athletic Fee is a required fee. Therefore, at minimum, there should be consideration given to what is meant by a mandatory fee.

Opportunities to Support Division I Athletics at USI

All three governing bodies noted that the addition of athletic fees for employees may not be supporting the larger goal of supporting Division I athletics at USI. In addition, the three governing bodies discussed the importance of helping to build a culture of support for the University’s decision to transition to Division I athletics. Thus, the group considered different ways the campus community might be able to support student athletes in ways that employees and student athletes could mutually benefit from.

- This led to a discussion of offering employees opportunities to “fill the seats” at the Screaming Eagles Arena so that student athletes would be able to play in front of a strong fan base.
- If there could be free “same day seats” made available to employees, this would be a way for employees to support student athletes, as well as learn, appreciate, and engage in the experiences associated with Division I athletics.
- While these seats would not be generating revenue, they would have bodies in them (and would otherwise be empty). Thus, this is at no cost to the university if these seats would otherwise remain unsold.
- Furthermore, employees would be likely to buy items at the concession stands (another revenue stream for the university).

Therefore, below is a set of proposed recommendations endorsed by all three governing administrative bodies.

Committee Recommendations (Shared by All Three Administrative Bodies)

1. The three governing bodies recommend that any required athletic fees assigned to USI employees not exceed 20% of the flat athletic fee for an academic semester (and should not apply during any

summer term). The 20% amount reflects the fact that 3 credits is 20% of a full-time 15 credit course load.

2. The three governing bodies recommend that the language associated with fee waivers for university employees provide greater clarity on what does and does not constitute a mandatory fee. In short, the governing bodies note that greater transparency in language is needed for the University Handbook.
3. The three governing bodies recommend that the Athletic Department provide opportunities for employees to receive access to “same day” unsold athletic tickets at no cost, to provide employees opportunities to support Division I athletics at USI and to show support to student athletes as well.
4. Any employee paying the athletic fee should be given the same rates for attending athletic events as any other student paying these fees. In short, any person paying the athletic fee should get the same benefits associated with attending athletic events.