

IWU faculty meeting minutes

December 5, 2011

President Wilson **called the meeting to order** at 4:05 pm and noted a quorum is present.

Minutes of the November 7, 2011 meeting

Minutes **approved**

CC consent agenda

Nothing removed from consent agenda

CUPP – Prof. Duke

CUPP met with CC this morning. CC supports the creation of an assessment task force. They will select their two members on January 10.

Curriculum Council – Prof. Kerr

No questions on written report.

Addendum to Chemistry curriculum: cross-listing statistical physics with the chemistry major.

Motion passes

Proposal from Academic Standards to include language in the University catalog regarding transfer credits.

Prof. Tiede brought up the issue that it is difficult to tell whether a particular transfer course was given online or not, since that information generally does not appear on transcripts. Have there been changes that will make it easier to track which courses were online courses? Prof. Kerr responded that there really has not been. Peer institutions have a range of policies, and all report it is difficult to track without students self-reporting. Therefore we would be relying on students self-reporting.

Prof. Folsie asked how hybrid courses will be handled – those with both in class and online elements. The answer is that courses will be approved on an individual basis. Prof. Sheridan added that this discussion stemmed from a need to clarify procedure and to come to agreement on the resolution of the discussion regarding online courses from 2003.

Prof. Chapman expressed confusion about the stated rationale. To him the most important consideration is quality, not the number of online courses. He would support case by case approval of courses, but no strict limit on a number of online courses.

Prof. Pelusi brought up the point that there will be more online courses in the future. Will a limit of one course be enough?

Prof. Sheridan and Prof. Kerr clarified that this policy would only apply to Wesleyan students, not to transfer students bringing in transfer credit.

Prof. O’Gorman asked how taking a course is different from working a job 25 hours a week? Dean Drici responded that this is in line with what she has been seeing – namely students taking an online overload course for financial reasons. She is looking for guidance from CC on how to deal with these cases. Dean Drici also clarified current practice that these course approvals are only for general education courses and only for students that are currently enrolled.

Provost Green suggested holding transfer students to the same standards as currently enrolled students so as to not penalize currently enrolled students. As for quality, Provost Green would trust the accreditation process. The purpose of accreditation is to ensure that courses are of high quality regardless of the mode of delivery. Also, many institutions are offering the same courses both online and in person, so evidently they regard the quality as independent of the mode of delivery. Finally, many institutions (e.g. Kalamazoo) are offering online summer programs for the purpose of providing a higher quality online learning experience than what students would experience at home.

Prof. Chapman presented a **motion** that the proposal be **sent back to committee** with the following instructions: 1) limitation on online courses be solely with regard to quality 2) eliminate the cap on earning transfer credit for taking online courses concurrently.

The motion was seconded by Prof. Tiede who also **proposed an amendment** to the instructions: rather than simply for online courses, that regional accreditation be the standard for course equivalence for all courses.

Amendment **passes**.

Prof. Balsler suggested that the GPA requirement for taking an overload be extended to students taking an online course from another institution.

Prof. Jeter suggested that regional accreditation is not enough to ensure quality due to Wesleyan’s unique courses and strong students. He is also troubled by scams.

Associate Provost Boyd noted in response to Prof. Balsler that we have a process in place to catch overloads.

Prof. Sheridan requested clearer information from the faculty on which direction to go, seeing as how AS has already spent a significant amount of time on this issue (gathering data, looking at peer institutions, etc.)

Dean Drici noted as a point of information that the limit on transfer credits is 8, with at most 4 counting towards general education.

Associate Provost Boyd expressed concern with enforcement of the limit of 1 online transfer course. Inevitably some student will slip through the cracks by not self-reporting since online courses are not marked on transcripts. What will we do when that situation arises?

Prof. Jeter would prefer that there be a limit on online transfer courses and that limit be 0. Prof. Chapman believes there should be no restriction (except through a quality determination).

Prof. Kunce wondered at the practical impact. What will be the financial impact if students are allowed to take up to 8 courses online from off campus sources? Prof. Sheridan responded that the thought of the committee was to take small steps. Assessing the financial impact was beyond the scope of the committee.

Vote on Prof. Chapman's motion – motion **passes**.

PAT – Prof. Rundblad

Met 4 times since last meeting, mostly in executive session. Also made revisions to the handout for supervisors.

FDC – Prof. French

Letters for junior faculty leaves and sabbatical requests were delayed due to a dead laptop. Work has now been completed and they should be received soon.

Nominating Committee – Prof. Delvin

One-semester replacements for FDC and nominating committee. There was a nomination from the floor – Kevin Strandburg nominated for FDC. Written ballots were handed out.

Self-Study Steering Committee – Prof. Matthews

The writing subcommittee has stopped writing except for a couple of final details. Prof. Munro and Dean Epstein finished up Chapter 3. Thanks to Dean Drici for help and to department chairs for responding to requests for info with regards to assessment plans.

The committee is currently working on gathering more data and putting together a resource room. The resource room will be open to the entire campus community. If you wish to challenge the accuracy of any data, please contact Michael Thompson or Prof. Matthews.

Prof. Chapman led the faculty in a round of applause for the committee's work.

Administrative Reports

Provost Green

If problems arise in submitting grades, please contact the Provost's office for help.

Friday, Prof Leavitt and Provost Green will meet with other IL deans and education chairs.

Requests for assessment information were sent to chairs. Provost Green wants one example of the loop being closed.

Second iteration of the Mellon writing grant was approved.

Grants position search is underway. Will close acceptance of applications by January 5. A policy manual has been created and will be brought forward to the campus community. In addition, a draft of an intellectual property policy will soon be brought forward to the campus community.

There was a meeting of the Deans of institutions on the Teagle grant. That group will meet again to determine how to use funds in a way that does not burden faculty. This will have an impact on our assessment of writing.

As many have noticed, bandwidth is tight. The bottleneck is at the hardware interface with the service provider. Over the break there will be technology upgrades: core for network, more coverage for wireless (in particular for CLA and Presser).

Faculty and staff met to plan how to equip the new classroom building. Some sandboxes will be set up for faculty to try out.

Please take note of the credit hour memo. Thanks to colleagues who served on the task force.

A group of students contacted the Provost's office inquiring if there were courses in the spring that involve a community engagement component. Please let the Provost know if your course contains such a component – the ARC would like to make a list.

A staffing report with data over the last 10 years was just vetted with CUPP. Next this will go to department chairs to confirm, then will be a public document. This document will serve as a baseline for staffing discussions moving forward. The Provost is requesting info on the following questions: what would ideal staffing be for your program? What programs should be added or cut? What from outside your discipline would enhance your program?

Prof. O'Gorman brought up the discrepancy between the catalog number of hours per week and student self-reporting on the number of hours per week (student self-report is an average of 4-5 hours per week per course rather than the 7-9 hours outside of class per week required in the catalog). Was that report from the students hours assigned or hours spent? Provost Green answered that it was hours spent. He added that among Deans at other institutions the preferred method of compliance is to go with statements on syllabi rather than one blanket statement in the course catalog.

Prof. O'Gorman added that she is worried about retention if we suddenly double the assigned expectations. Many courses already have a reputation of being too much work.

Provost Green responded that assuming courses meet the standard for workload, please make that clear in the syllabus.

Prof. Mendez-Carbajo asked how he would know if some piece of information regarding assessment was missing? Provost Green will look for people if information is missing.

Prof. Terkla asked for examples of embedded course activities. Provost Green gave the example of community engagement. More generally, anything outside of class that uses a significant amount of time. Prof. Leavitt gave the example of a class debate; it requires students meeting with their group members and with the professor, and is in addition to standard course requirements such as reading.

Prof. Chapman asked for more details about the proposed intellectual property policy. The gist is that the University does not own things created by faculty, even in most cases when soft money is provided. The exception is if a contract is signed where the faculty member gives up those property rights.

His second question was about the classroom setups in the new building. The user group will meet Thursday to set up some rooms. Prof. Leavitt added that your division rep should have a large collection of catalogs faculty can look through.

President Wilson

Members of IWU have been looking at policies regarding sexual assault, in particular making sure they comport with IL law. Particular attention is being paid to events that we are sponsoring or hosting with minors (in IL this is anyone under 18). Hosting means that our facilities are being used by an outside group, e.g. sports and music camps.

Those in leadership roles for events that host minors are required to participate in a sexual assault training session before the event occurs. Leadership in this case is broad, including IWU students as well as faculty organizing such events.

It is important that people not deal with such problems on their own, but instead bring such incidents to the proper authority. For faculty that is the Provost, for staff the VP for human resources, and for students the Dean of students.

Construction of the classroom building will start Thursday of this week.
The IL statehouse restored funding to the MAP program for the spring semester.

Respectfully submitted,

Andrew Shallue
Faculty secretary