

Agenda

For the Faculty Meeting of September 14th, 1992

- 1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC
- 2. Approval of Previous Minutes
- 3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)

- a. Motion to be voted on: "That the grades for the Core Winter Term be S, D, U."
- b. Announcements - to include
 - i. CAPP endorsed the report of the Resource Allocation Subcommittee and forwarded this to the President.
 - ii. CAPP passed the following motion:
 "The rank order of positions generated by RAS as a result of deliberations beginning in August, 1992, applies ONLY to the 1992/1993 hiring year (i.e., applies only to hiring of faculty to start teaching at DePauw in the 1993/1994 academic year). RAS will submit a new list of recommendations for the 1993/1994 hiring year."

Committee on Faculty (Marcia McKelligan)

Announcements - to include a call for nominations for promotions

Committee on Management of Academic Operations (Jim Rambo)

Announcements

- 4. Reports from other Committees

Faculty Development Committee (Kathi Jagger)

Announcements - to include upcoming deadlines

Committee on Administration (Bob Newton)

Announcements

- 5. Remarks from the President
- 6. Old Business
- 7. New Business

Approval of Divisional Nominations for Divisional Vacancies (Bridget Dibble)

- 8. Announcements

Admissions Update (handout plus staff available for questions)

- 9. Adjournment

Reminder: All agenda items must be to the Secretary of the Faculty no later than noon on the Tuesday before a faculty meeting in order to have the item placed on the agenda. This allows duplication and distribution by the Friday before the meeting. It is most helpful (to all faculty) to know what issues are coming up at the meeting whether they are reports or require faculty action. According to our by-laws, "All committee motions on which there is to be a vote at a faculty meeting MUST have been announced in the agenda circulated before the meeting."

000002 ~~300000~~
~~100000~~

THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF SEPTEMBER 14, 1992

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:03 PM in Thompson Recital Hall. One hundred four were in attendance.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of May 2, 1992, were approved as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz explained that the committee had received a report from the Core Winter Term planning committee recommending the addition of the grade of "D" to the Winter Term grading scale. The "D" would show on the transcript, but would not influence a student's GPA. He moved:

"That the grades for the Core Winter Term be S, D, U."

Coming from a coordinating committee, the motion needed no second. The motion carried, but not unanimously.

In his announcements, Prof. Schwartz stated the RAS report has been forwarded to President Bottoms. He wished to emphasize the closing words of the RAS report to CAPP:

"Ultimately, the subcommittee agreed that the university can least afford to lose the requested replacements with higher rankings, but the loss of any of the positions will still result in serious constraints."

He also remarked that the sense of the CAPP resolution was that the elimination of any of these positions would constitute a substantial loss.

The Subcommittee will not deliberate new openings or rerank positions this hiring year. They will next receive requests for new positions in the late spring. Prof. Jim George asked if RAS will continue to meet. Yes, their agenda deals with possible instructions between CAPP and RAS. Provost DiLillo announced that the deadline for the administration's decision on number of faculty to be replaced is October 1, but he hopes the announcement will be made earlier.

CAPP's agenda for this year includes: 1) considering the ROTC issue on homosexuality in the military which was deferred last spring, and 2) continuing evaluation of the Core Winter Term.

Prof. Schwartz concluded his report by announcing the members of CAPP, including the student members.

Questions about CAPP's report included a question about what needed to be discussed regarding the ROTC issue. Prof. Dave Herrold thought that the faculty decision was if the military had not changed their position we would drop the program. Prof. Bruce Stinebrickner, who is chairing the CAPP subcommittee addressing the issue, said that he thought the old legislation indicated that if we did not get a satisfactory response from the military after notifying them in writing about our concerns we would readdress the issue. Provost DiLillo confirmed that this was also his understanding.

Prof. Art Evans was curious as to the status of vacant tenure-track positions within a department which were not replaced by RAS. Prof. Schwartz stated that the department will be invited to re-submit its initial request, but all vacancies join part of a larger pool. Departments can submit a request for a position for any reason, not just retirement. On the present list of seven requested positions, three resulted from the special retirement option, one from a professor's death and three vacancies were for professors who had left DePaw.

Prof. Bob Stark thought the role of a particular department in relation to the University ought to be a consideration of RAS. Determining the ideal size of departmental programs and reevaluating curriculum have not been done. So with the current system departments who have vacancies are being forced to have their role in the University defined, whereas departments with no vacancies are not having to address this issue. Provost DiLillo explained the RAS mandate is only to rank those departments asking for positions, not to explore departments' roles and possible over-staffing. The method of using attrition to reduce the size of the faculty is somewhat arbitrary, however, more humane to existing employees.

Prof. Jim Polito sees this global vision as part of FCFA's role, but he was reminded that FCFA is economic, not curricular. The attrition method may not be fair to departments who have many vacancies and may leave holes in our curriculum.

Although Prof. Stark accepted the explanation, there was still concern that the issue of faculty configuration should be studied.

Prof. Herrold spoke for the Core Winter Term sub-committee, which met throughout the summer. They perceived that the on-campus program has problems and produces mediocre results. They hope to

counter this by their choice of topic involving personal issues and by the design of the three-week session. The themes for Winter Term 1993 are Work, Education, and Family--a study of values and responsibility--which the sub-committee hopes will be relevant to first-year students. One week will be devoted to each topic. Faculty will specialize and teach their particular topic three times. Small group work and interaction among students will be encouraged. Between 28-33 professors will be needed to teach the Core; 30 professors teaching will mean about 18 students per group. Prof. Ken Kirkpatrick is in charge of extra-curricular activities such as panels and films. Lesson plans have been formulated for each day and there will be a series of meetings to prepare the faculty on the topic.

Provost DiLillo stated that RAS met in August and the early fall. He felt the committee deserves commendation and gratitude for their work and the neutrality they were able to express.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Marcia McKelligan announced that nominations for promotion are due Wednesday, September 16, at 4:30 PM. She stated and the Provost reiterated that the Division I vacancy needs to be filled.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo made several announcements: 1) Course number changes are needed in the Communication Arts & Sciences department. Due to an existing policy of not reusing course numbers for a four-year period, numbers assigned to courses last spring will be changed as follows: CAS 244 - Communicative Disorders will now become CAS 344 and CAS 343 - Voice Science and Phonetics will change to CAS 243. 2) MAO approved a title change for a course in the Art Department. Art 321 will now be entitled Crusade and Cloister; Medieval Art. 3) Changes in courses for second semester requiring MAO and faculty action must be sent to the Registrar by September 23, to allow for approval at the October faculty meeting. 4) The Library Advisory Committee will be regularized as a subcommittee under MAO. 5) The time-bank subcommittee has been meeting, trying to reach some consensus as they work with chairs and other interested groups. There may be a vote by the end of the semester.

REPORTS FROM OTHER COMMITTEES

FACULTY DEVELOPMENT COMMITTEE (FDC)

For FDC, Prof. Kathy Jagger stated her committee is dealing with budget reductions of \$30,000. The Committee wishes to preserve the Professional Conference Fund for travel and the Research and Professional Development Fund; therefore, several smaller funds have been discontinued. Members have met with President Bottoms on long-range planning. He seeks FDC input on the discretionary fund, asking how he might receive proposals, and guidelines on evaluating proposals and on using the Alford Fund.

Upcoming deadlines are: September 18 is the deadline for Research and Professional Development applications for projects beginning October 1 - December 31; October 26 is the deadline for Fisher Time-Out Applications for next fall, for Fisher Grants for 1993-94, and for Sabbatical Leave for Fall 1993.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Bob Newton announced that the President has asked the committee to consider a series of reallocations in compensation. The committee seeks thoughtful and lengthy ideas about trade-offs in the areas of stipends and benefits, merit pay, and equity, so available funds can be spent most effectively and fairly. He noted the COA was considering an open meeting and summarized communications the COA had already received on the issue.

President Bottoms itemized the issues facing the committee: 1) The benefits package; 2) stipends paid for certain activities by faculty members--this year amounting to \$115,000; 3) the balance between salaries and faculty development; 4) equity adjustments, which need a concrete recommendation; and 5) merit pay as a different basis for reward for service. He expressed his hope that the COA will hold an open meeting soon, as he wants all faculty to have the opportunity to comment on these five areas. Because he feels the solution to this issue should be presented to the Board of Trustees at their October meeting, time constraints for the committee are genuine. He anticipated rapid resolution with regard to the first four issues and a longer, more involved discussion of the last issue.

Prof. Ralph Gray asked if overloads are included in the stipend figure given. Yes, but they are a small portion--only 4 or 6 per semester. Prof. Newton asserted that stipends also encourage faculty to perform administrative duties, serve as department chairs, and teach in the Core Winter Term. Stipends do not include part-time pay. Prof. Jack Morrill noted that a rearrangement of benefits may lead to tax questions, thus perhaps making President Bottoms' first point a difficult one to answer.

REMARKS FROM THE PRESIDENT

President Bottoms stated that the RAS had worked so well that he had formed an Administrative RAS, examining every opening, striving to continue to reduce the size of the administrative staff. He listed the members of the committee, described how the committee would operate, and noted with the current vacancies there is the potential to reduce the budget by another \$357,000.

The Registrar's office report on retention has been released. The dropout rate rose to 7.1% for AY 91-92, which is the highest rate in 9 years.

The President is interested in using Ubben money to schedule several public events regarding the fall national elections. Several people have been invited to talk about family values, from both the Republican and Democratic perspectives. William Bennett will be on campus September 30 and details are being worked out with the Rev. Jesse Jackson for a possible campus visit, which may be announced soon.

OLD BUSINESS

Secretary of the Faculty Bridget Dibble reported on the status of the fall faculty election. With one or two exceptions, all divisional vacancies have been filled.

At-large ballots have been placed in mailboxes. Ballots must be returned by Friday, September 18, and a roster of faculty committees will be released as soon as possible. Secretary Dibble thanked the divisional officers and the support staff for their efforts in getting vacancies filled.

She explained that there is a maximum number of representatives from each division and department who can serve on committees as well as a maximum number of committees a faculty member can be on. This is the reason a nominee will sometimes not be placed on a committee. It is difficult for divisions to completely avoid this, but considering it before making a nomination will help.

Prof. Dibble then moved:

"That the faculty accept the divisional election results from spring '92 and fall '92, so elected members can begin serving immediately."

Prof. Gray seconded the motion, which was passed.

Finally, Prof. Dibble noted that 1) the revised by-laws including changes made last year will be mailed in the near future, 2) motions from committees must be on the agenda, 3) agenda items must

be sent to the Secretary of the Faculty by noon on the Tuesday before the faculty meeting, and 4) if faculty have a change in status which affects their ability to serve on a committee, they need to notify the Secretary of the Faculty so a replacement can be found.

ANNOUNCEMENTS

An admissions handout was distributed by Robyn McBride and Morris Price. Several faculty had questions about the telemarketing being done by Ruffalo, Cody (RC). Robyn and Morris explained the process and the reasons for choosing such a firm. Their survey is administered by people, not machines, and DePauw developed the script. RC will survey a large portion of the prospective students on DePauw's mailing list within a three-week period. Prof. Lucinda DeWitt asked about the effectiveness of the Admissions Video. It has produced more application activity. Provost DiLillo hopes a new video for the school of Music will have similar effects.

Prof. Gray asked how many new degree-seeking students DePauw enrolled this fall (without DePauw connections). There are 566 new first-time students and 603 new degree-seeking students, but it is unknown how many have parents who work at DePauw.

Prof. Bob Calvert urged the faculty to attend the first public debate as part of his course on multi-culturalism Tuesday at 2:00 in the Watson Forum.

ADJOURNMENT

The meeting adjourned at 8:25 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

Agenda

For the Faculty Meeting of October 5th, 1992

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)

Announcements

Committee on Faculty (Marcia McKelligan)

Announcements

Committee on Management of Academic Operations (Jim Rambo)

- a. Motion to be voted on: "That the course P&R 270, Topics (in Religion), 1 course credit, be added to the catalog."
- b. Motion to be voted on: "That the course Univ 155, Topics, 1/2 to 1 course credit, be added to the catalog."
- c. Motion to be voted on: "That the course Univ 200, Using Microcomputers, 1 course credit, be added to the catalog." (Previously an EXP course.)
- d. Motion to be voted on: "That the course Univ 350, Independent Study, 1/2 to 1 course credit, be added to the catalog."
- e. Motion to be voted on: "That the course Univ 470, Directed Readings in Asian Studies, 1 course credit, be added to the catalog."
- f. Motion to be voted on: "That the course Mus 909, Beginning Cello Class I, 1/2 course credit, be added to the catalog." (Previously an EXP course.)
- g. Announcements - to include
 - i. Information about limiting the use of Comment #1 "Course schedule does not allow for true evaluation at this point" in midterm grades.
 - ii. Rationale behind the 2.80 minimum GPA for double majors.
 - iii. Deadline for submitting Green Sheets to MAO for new courses to be offered Fall 93 is Friday November 29, 1992.

Scholastic Achievement Committee (Eric Edberg)

Announcements

4. Reports from other Committees

Committee on Administration (Bob Newton)

Announcements

Faculty Committee on Financial Affairs (Ralph Gray)

Announcements

5. Remarks from the President

6. Old Business

7. New Business

8. Announcements

9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF OCTOBER 5, 1992

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:06 PM in Thompson Recital Hall. Eighty-seven were in attendance.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of September 11, 1992, were approved as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz reported that the committee has had one meeting since the last faculty meeting and has received a proposal from the HPER department calling for some restructuring of the physical education major. The committee is considering this proposal.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Marcia McKelligan announced that John Dittmer and John Schlotterbeck are candidates for promotion. Letters in support should be submitted to their files by October 26, 1992. The open file policy will apply.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo moved that the following course changes be acted upon:

- a. "That the course P&R 270, Topics (in Religion), 1 course credit, be added to the catalog."
- b. "That the course Univ 155, Topics, 1/2 to 1 course credit, be added to the catalog."
- c. "That the course Univ 200, Using Microcomputers, 1 course credit, be added to the catalog." (Previously an EXP course.)
- d. "That the course Univ 350, Independent Study, 1/2 to 1 course credit, be added to the catalog."
- e. "That the course Univ 470, Directed Readings in Asian Studies, 1 course credit, be added to the catalog."

- f. "That the course Mus 909, Beginning Cello Class I, 1/2 course credit, be added to the catalog." (Previously an EXP course.) (Group VI credit)

It was decided that the addition of the music course 909 could be voted on even though it fulfills the Group VI graduation requirement, because applied music courses are already approved for Group VI. Further questions followed. University Studies courses are those which don't fit in any other Department. They are organized by Dean John White's office but supervised by the instructing faculty member. The advent of new programs such as Asian Studies and Women's Studies have brought forth the need for independent study courses under the University Studies umbrella. The motion to approve the addition of the above courses carried.

Prof. Rambo made several announcements: 1) Comment code #1 [no true evaluation possible at this time] should be used sparingly in reporting midterm grades and may be eliminated if it is used excessively. It is intended as a disclaimer about the reported grade's accuracy, not as a reason not to give a grade. 2) MAO is studying the rationale for the 2.80 minimum for double majors. Faculty are urged to comment. Replies received to date are evenly distributed in opinion. 3) Changes in courses for first semester 1993-94 requiring MAO and faculty action must be sent to the Registrar by Friday, November 20, 1992, to allow for approval at the December faculty meeting.

REPORTS FROM OTHER COMMITTEES

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Pam Propsom reported that the SAC is reviewing the University's AIDS policy, as well as the problems of exam deviations and general attendance.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Bob Newton reported for COA that 1) they recently held an open meeting on the compensation issue, 2) information should have been received by faculty on total funds used for stipends and faculty development, 3) a survey on merit pay has been sent out to all full-time faculty who might be affected by a merit pay increase, 4) the committee has summarized the 40 some responses to their previous request for views from faculty--this has been organized by topic and is available on e-mail.

Their report must be ready to submit to the Board by October 9, 1992.

Questions and comments from faculty followed. Many faculty expressed interest and concern about being better informed about issues surrounding merit pay. They wanted more study and discussion before committing to a position, which is not possible in this time frame. Faculty wanted to know what will be included in the COA report to the administration and the Board.

Prof. Katherine Price, among others, expressed disappointment the faculty had not been more involved in discussion earlier in the semester. She felt the recent forum was very helpful in having faculty clarify their own views but that ongoing dialogue was needed.

Prof. Wade Hazel asked about the matter of equity adjustment. The COA responded that they had received little feedback, that there was no clear faculty consensus in the feedback they had received, and that the COA did not have a clear position.

COA members noted that their survey only addresses the merit issue because that is the issue that generated the most response. They feel the charge is to see whether or not there is a clear consensus about changing the current system. In particular, Prof. Wayne Glausser stated that there has been only a small window for the COA to study the issue of compensation. The committee did not feel they were a task force to research these issues, but a vehicle to see if there is clear consensus about change.

Prof. Cynthia Cornell asked about issues of merit pay being presented as a Faculty Forum topic. Prof. Jim Polito has been doing a literature survey on compensation issues and how they relate to faculty satisfaction and motivation, not specifically on merit pay. When his report is complete it can be placed in the library.

President Bottoms reiterated some of the things he mentioned during the September Faculty Meeting when he explained why he had asked the COA to address faculty compensation issues. First of all, he felt that there were some issues which were perhaps easier questions to address; e.g., did the faculty feel that the mix between salary and fringe benefits was appropriate? If so fine, if not what mix might be better. Also, should the University continue to pursue the equity issue; how about pursuing other health care options; should salary/fringe benefits be linked to how long someone teaches here?

With regard to the stipend issue, he pointed out that stipends are paid from "outside" the salary pool. Therefore, he wants to know if the question of paying stipends [as well as faculty development] should be included in further discussion.

Pres. Bottoms noted that for the past two years the faculty have been given a straight percentage raise whereas in the two years

previous to that a flat amount plus a percentage was given. What approach would the faculty like considered this year?

Those were some of the issues that he felt could perhaps effectively have been discussed in the last six or seven weeks. However, Pres. Bottoms noted that the issue of merit pay has received most of the "air-time" recently. He indicated that since the issue had not been raised for several years he wanted to gain a sense about whether the faculty was interested in discussing the issue again or whether the faculty was against merit pay and did not want to take time to discuss it. He never felt the issue would be totally resolved by this Friday, October 9, 1992, and feels these things must be looked at over time.

Prof. Tom Hall stated that it is hard to give input if you don't know your options. He felt the recent questionnaire of the COA didn't give enough options.

Prof. Jack Morrill gave a historical perspective about the merit pay study of 1981. He urged the COA to request the Board of Trustees to create another committee of faculty, administrators, and board members to study these significant issues. He also encouraged the President to take to the Board the feeling that these are significant issues which can't be decided quickly.

FACULTY COMMITTEE ON FINANCIAL AFFAIRS (FCFA)

Prof. Ralph Gray announced that Prof. Newton is the new chair of FCFA.

Also, he reported that FCFA acted on a motion that it had tabled last spring regarding the elimination of all on-campus Winter Term activities. This action had been suggested by Prof. Jim George who thought cost savings might be associated with this move. After further discussion, FCFA realized that not much money would be saved by closing the College of Liberal Arts for Winter Term. Possible cost savings were broken down as to faculty stipends (\$30,000), fuel and other utility savings if dorms are closed, labor cost reductions (if any), speakers (\$10,000), and costs of printing and mailing (small in terms of the over-all budget), all of which are modest when compared to the magnitude of the University budget. FCFA will send a letter to CAPP recommending that decisions about on-campus Winter term be based solely on curricular issues due to the small amount of cost savings to be realized.

On FCFA's agenda for the year is looking at the University's long-range financial plan, when it is published.

REMARKS FROM THE PRESIDENT

In speaking further on financial matters, Pres. Bottoms stated that he has asked the Vice Presidents to put together projections about budget, enrollment, and financial aid for the next five years. The Vice Presidents are currently drafting their projections which will be shared with FCFA at various stages. When the drafts are more or less complete the picture will be shared with all faculty.

The faculty was asked to think of possible commencement speakers as well as other enhancements to the graduation weekend. Pres. Bottoms explained that seniors are being asked for ideas on the Commencement speaker - at least what category of individual, e.g., a faculty member, a business person, a political figure, they would like to have speak. There is also some interest in a student-led Friday evening baccalaureate program and/or other activities for students, parents, and faculty.

In addition to working to help plan these graduation activities, students are involved in planning a convocation for 10:00 AM Sunday morning of Parents Weekend.

Prof. Steve Raines asked whether the current administration, like the Rosser administration, considered a positive judgement of meritorious performance as a prerequisite for receiving an equity award. Pres. Bottoms stated that merit and equity are separate issues.

Prof. Raines, noting the low level of support for merit expressed to the COA, also asked what level of faculty sentiment favoring a merit pay plan would lead Pres. Bottoms to shift from a neutral to a supportive position on the issue. President Bottoms responded that he felt the issues should be discussed for a long time before a decision was made. He stated that a fairly small number of faculty in favor of discussing merit pay issues would cause him to continue to discuss the issues.

President Bottoms wants on-going discussions on issues of faculty compensation. He is looking for a recommendation from COA and further discussion of that recommendation.

OLD BUSINESS

Prof. Howard Brooks asked whether the administration had acted on the RAS recommendations and had that action been shared as promised. It was noted that department chairs had received the administration's response. The first two positions in the RAS ranking will be filled, hence, Geology & Geography and Biology have been given the go ahead to begin searches.

NEW BUSINESS

Prof. Mark Kannowski asked how information from committees is dispersed to the faculty. Minutes are presently sent to chairs. Discussion followed on whether committee minutes could be placed on the VAX for better access, including access by students. It was noted that sending minutes by e-mail to all faculty would take too much disk space. Perhaps the VAX Notes or Bulletin Board could be used. Provost DiLillo asked Prof. Kannowski to follow up on this matter.

Prof. Bryan Hanson asked about decisions of the Administrative Resource Allocation Committee. VP Marty Catanese stated that committee members are meeting Thursday to write recommendations which will be forwarded to the administration. Recommendations will be in a variety of forms and will not be ranked. The President will make the final decision. Decisions will be made once every quarter from the committee's quarterly recommendations. If a position is declined that request can go back in the pool.

ANNOUNCEMENTS

For the Admissions Office, Provost DiLillo announced that all of the admission staff are out making high school visits. He said that Admissions feels it is too early to tell, but things look good for next year.

ADJOURNMENT

The meeting adjourned at 8:25 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

Agenda
For the Faculty Meeting of November 2nd, 1992

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)

- a. Motion to be voted on: "To approve the proposed new Physical Education major."
(Description from HPER is enclosed with the agenda.)
- b. Motion to be voted on: "To terminate DePauw's connection with ROTC programs."
(Additional information from CAPP is printed on the back side of the agenda.)

c. Announcements

Committee on Faculty (Marcia McKelligan)

Announcements

Committee on Management of Academic Operations (Jim Rambo)

Announcements

Scholastic Achievement Committee (Eric Edberg)

Announcements

4. Reports from other Committees

Faculty Development Committee (Kathi Jagger)

Announcements

Committee on Administration (Wayne Glausser)

Announcements - to include a report on the COA meeting with The Board of Trustees

5. Remarks from the President

6. Old Business

7. New Business

8. Announcements

Admissions Update (Dave Murray)

9. Adjournment

October 28, 1992

TO: DePauw Faculty

FROM: Eugene Schwartz, Chair, CAPP

CAPP, in bringing its recommendation to you on the ROTC issue, has asked that I inform you of the range of possibilities which it considered. These were as follows:

1. Maintain the status quo--credit toward graduation for up to four ROTC courses taken, etc.
2. Permit only ROTC 100- and 200-level courses to be offered (It is in connection with 300- and 400-level courses that most of the sexual orientation discrimination occurs).
3. Allow 100-level through 400-level courses to be offered "through" the university, but not for credit, and record the successful completion of such courses on students' official transcripts.
4. Allow 100-level through 400-level courses to be offered through the university, but not for credit, and authorize the Registrar to certify that such courses have been successfully completed without putting such information on official student transcripts.
5. Terminate DePauw's connection with ROTC programs altogether.

(from HPER Department)

REVISED PHYSICAL EDUCATION MAJOR

Reflects contemporary changes in the discipline.
 Taught with present faculty with existing courses.

Rationale: Student demand has been increasing for options within the physical education major. There are a growing number of sports clinics which provide prevention, treatment and rehabilitation of injury as well as high schools and colleges seeking certified athletic trainers. Also, there are some students who wish to apply for physical therapy graduate school who want to pursue a physical education major with a sports medicine emphasis. Directors of graduate schools respond that a physical education major is a common entry major into their graduate programs. There are also an increasing number of students who want a sports science emphasis. This emphasis will prepare students to choose from sport leadership, teacher education, coaching and graduate school in sport psychology, sport management, etc.

CORE COURSES:

- 116 (x= BIO 116) Hygiene - proposed title change to Health Issues
 To be taught by Mary Bretscher
- 251 General Principles of Ath. Training & Therapeutic Exercise
 Taught by assistant trainer, Kim Hannigan
- 252 Sport Science and First Aid
 Taught by Judy George and Mary Bretscher
- 353 Physiology of Exercise
 To be taught by Jim Jagger
- 406 Administration, Organization & Supervision
 To be taught by Judy George
- 409 Biomechanics
 To be taught by Jim Jagger
- 421/422 Independent Project
 Staff

SPORTS MEDICINE EMPHASIS:

- 354 - Advanced Sports Medicine and Injury Evaluation
 Taught by Rex Call
- 290 - Topics (MAO application forthcoming -formerly experimental)
 Staff
- Biology 203 - Human Anatomy (can have 2 courses out of
 department in a major)
- Bilogy 235 - Animal Physiology

SPORTS SCIENCE EMPHASIS:

- 231 - Methods of Teaching and Coaching Sports I (Staff)
- 232 - Methods of Teaching and Coaching Sports II (Staff)
- 242 - Aquatics (Bretcher)
- or
- Music 161-162 - Ballet and Modern Dance (Grammel)
- 321 - History, Principles & Philosophy (George)
- 401 - Tests and Evaluation (Meyer)

THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF NOVEMBER 2, 1992

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:04 PM in Thompson Recital Hall. Ninety-seven were in attendance.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of October 5, 1992, were approved as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz moved:

"To approve the proposed new Physical Education major." No second was needed since the motion came from a coordinating committee.

He explained that the new major involves a series of core courses with two new emphases: sports medicine and sports science. He further mentioned that the Chair of the HPER task force is supportive of these changes, no new faculty are needed, and CAPP feels it is appropriate for our present students. Prof. Schwartz urged its adoption.

Prof. Judy George, Chair of HPER, reinforced CAPP's comments and explained background on the proposed changes. The motion carried. There were no dissenting votes.

Prof. Schwartz also moved:

"To terminate DePauw's connection with ROTC programs."

Prof. Bruce Stinebrickner, member of CAPP, moved that:

"Action on the ROTC issue be postponed for one month, until the next faculty meeting."

The motion to postpone was seconded by Prof. Jim Rambo.

Prof. Stinebrickner served as Chair of the sub-committee that investigated the issue beginning last summer. In working with the ROTC instructors regarding this issue, Prof. Stinebrickner had understood that the instructors would be invited to the faculty meeting when the issue was discussed. Only after the motion was placed on the agenda did CAPP learn that the Army ROTC instructor

from Rose Hulman could not be present for tonight's meeting because of another professional commitment.

Prof. Schwartz clarified that the ROTC question will not be reconsidered by CAPP if the motion to postpone passes; the ROTC question will merely be put on next month's agenda. Prof. Bernie Batto asked about any implications to postponing the decision. Prof. Stinebrickner stated that the sub-committee assumed DePauw would cease next fall accepting first year students interested in taking ROTC, but that those presently in the track would continue with their military studies. The original faculty motion (which led to this action by a secret ballot vote of 87-27) was read from the February 5, 1990 minutes. That February 1990 motion reads:

"Capp acknowledges the importance of ROTC at DePauw University but has reservations concerning discrimination against avowed homosexuals in scholarships and commissioning. CAPP, therefore, moves that the Vice President for Academic Affairs write to the commanding officer of the Western Indiana Consortium for ROTC and his commanding officers to express DePauw University's concern with the ROTC policies on homosexuality, and to inform them DePauw will again review the ROTC program and the army's position on homosexuality two years hence."

Because CAPP had such pressing business last year, the committee asked and was granted an extension to this fall for re-addressing the ROTC question. The motion to postpone action carried, but not unanimously.

Prof. Jack Morrill asked the Chair of CAPP to address the status of changes in graduation requirements being discussed last spring. Prof. Schwartz answered that that has not been on the committee's agenda this fall. Provost DiLillo added that faculty retirements, RAS business, questions about staffing, etc., had caused a discussion of the requirements to be placed on hold.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Nick Steele reported that the committee is currently working on tenure decisions.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo announced that all departments have received a tentative proposal on new time banks. He suggested that each department study how their courses would fit into the proposal. Comments about the time bank proposal may be directed to Prof. Paul Watt or other members of the time bank committee. MAO plans to put the new time bank proposal on the table at the December faculty meeting so that the faculty may vote on it in February and it could

be used next year. Prof. Watt suggested we might try a mock registration to see how the time banks would work in practice.

Prof. Rambo also issued a reminder on behalf of MAO that approvals for changes for courses to be offered in the Fall 1993 semester are due in the Office of the Registrar by Friday, November 20, so they can be considered by MAO before the December faculty meeting, at which time they will be announced or approved by the faculty. Schedule copy for Fall 1993 is due early in February, and, by faculty action, courses and/or changes which have not been approved in time to get them into the published schedule may not be offered in that semester. MAO will not meet until after the February faculty meeting, which is why these dates seem so early.

REPORTS FROM OTHER COMMITTEES

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Eric Edberg made several announcements for SAC. He reported 1) that SAC will wait to see how faculty handle time deviations for final exams this fall before they propose specific policy; 2) the academic integrity issue is being studied; 3) the University AIDS policy is being reviewed; the revisions which have been suggested reflect changes in language rather than substantive policy changes; 4) the committee is looking at ways to work with students with learning disabilities; at the present time, DePauw has no program or facilities in place; and finally 5) Prof. Edberg suspected that SAC may again look at the timing of Rush.

This last point brought much faculty comment. Prof. Jim George said that Rush is not finished during its allotted time as women don't find out their sorority until Monday night. A computer program is being worked on to match bids so that announcements can be made Sunday.

Several professors stated there are too many evening activities during the week after rush which interfere with classes for yet another week. Prof. Martha Rainbolt moved:

"that the faculty encourage Greek living units to seriously curtail activities on weekday nights, especially in the week following Rush."

This motion was seconded by Prof. Jim George.

Dean Joan Claar reminded the faculty that Greek activities in general require no sanction from Student Affairs.

Prof. Soster said that the high University GPA obviously shows students can study and party too. He suggested, to the applause of fellow faculty, that professors crank up the rigor of their courses if they want to change things.

Another viewpoint questioned if faculty are functioning "in loco parentis", able to tell students what to do with their private time.

Several continued to question the timing of Rush. Prof. Edberg noted that when SAC last looked at the timing of Rush the students practically begged the committee to give them another chance to adjust Rush so it would fit at this point in the semester because they have been very reluctant to have it moved later into the school year. Since we have now seen that their latest attempt did not relieve enough pressure he suspects students will be more willing to entertain moving it. Finally, he asked that specific comments and examples of problems faculty had with the timing of Rush be forwarded to SAC so they would have the necessary data to address the issue again.

Some faculty felt they wanted to send a specific message to Greek houses indicating faculty displeasure with students' misplaced priorities. Prof. Nafat Nasr commented that the proposed motion needs to be more forceful. Dean Claar stated that faculty opinion is important to students. Opinion differed as to whether just Rush activities or also post-Rush activities need to be addressed. A preface to the above motion was added which states:

"Faculty are disturbed by post-Rush activities which interfere with the academic life and therefore ..." (above motion continues).

Profs. Rainbolt and George agreed with and accepted this addition to the motion.

Dean White reminded everyone that faculty does not set Rush rules. He suggested a letter from the Faculty Secretary should be sent to the Heads of the Inter-Fraternity Council and Panhellenic.

Several professors continued to declare that not disapproving of the current situation shows faculty complicity with present behavior of some students. Others wanted to pursue Prof. Soster's thought that grade inflation demonstrates faculty standards and expectations are lackadaisical as well. Prof. Batto spoke at length on demanding academic excellence, no matter what happens to the Rush question. He feels that faculty expectations should go beyond the grade point average. It was noted that an individual by oneself can't raise standards. Prof. Edberg suggested forming a sub-committee to re-study grade inflation, which could begin by examining the 1988-89 SAC study.

The question of timing of and means of conveying faculty objections is a problem. There is no real forum or other means to convey the faculty's feelings. Provost DiLillo suggested that SAC could sponsor a forum on these issues.

After further opinions were expressed, Prof. Soster suggested crafting a motion to be presented next month. The question was called. The vote by show of hands being 31-30, a recount and secret

ballot was requested. The motion when counted by secret ballot was defeated by a vote of 31 in favor, 43 against, with 5 abstentions.

FACULTY DEVELOPMENT COMMITTEE (FDC)

Prof. Kathi Jagger reported for the FDC that: 1) December 4 is the deadline for Lilly course development grant awards. Three can be forwarded to the Lilly Endowment Fund with the FDC's recommendation; 2) December 1 is the next deadline for Research and Professional Development project proposals, for projects beginning in January or February; and 3) the Committee is searching for a way to let faculty know what projects are being funded through faculty development. Ideas are welcomed.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Wayne Glausser announced that the committee had discussed faculty compensation with the Board of Trustees for about an hour on Friday, October 23, 1992. Prof. Glausser summarized the report given to the Board, in which it was explained how COA solicited faculty opinion. Eight recommendations were made, based on COA's reading of faculty opinion.

The committee recommended: 1) that the proportion of the compensation pool allotted to benefits remain the same but that the administration investigate the possibility of allowing faculty more choice in how benefit dollars are spent; 2) that stipend monies not be paid for Winter Term Core or overloads; 3) that there be joint faculty-administration review of stipends paid to faculty to perform various administrative functions: chairing of departments, leadership and participation in competence programs, other administrative functions and summer projects; 4) that faculty compensation and faculty development funds be kept in balance as in the 1991-92 budget; 5) that there be regular joint faculty-administration review of possible salary inequities; 6) that in the present situation the top priority for salaries should be to raise the level for all faculty, rather than for selected individuals; 7) that no part of the salary pool and no extra-salary pool be allotted for differential salary increments or selectively given bonuses at the present time due to the present climate of financial stress, the potential for increasing tension and declining morale, and the practical difficulties of measuring things we would want to reward; and 8) that DePauw continue to reward superior performance through the usual means: tenure; promotion; early promotion; promotion salary increments; appropriate administrative stipends; faculty development awards and expense support for teaching projects, professional growth, and special service in departmental and competence programs; time outs; special and sabbatical leaves; support from the President's discretionary fund; existing one-time awards; and even letters of appreciation from persons in responsible positions.

10090

Prof. Glausser stated that much of the COA's session with the Trustees consisted of the Board questioning the COA's report. He indicated that he didn't want to attempt a detailed summary of the discussion at the faculty meeting, although the three COA members would be happy to field faculty questions about specific details. He said that several of the questioners asked committee members to defend their recommendation against further merit pay now at DePauw. The COA answered as well as they could, drawing on many helpful ideas sent them by colleagues. He hoped it was clear to the Trustees that the faculty understand the reasoning of those who favor more merit pay, and that resistance to it is the product of intelligent reflection, not obstinate mediocrity.

He reported that at the end of their discussion, Mr. Baker announced that a task force will be formed to study all aspects of compensation at DePauw. This Task Force will be made up of some trustees, some administrators, and some faculty. The COA did not get details about how it would be formed or when it would start its work.

A further recommendation of the COA to the Board asked that the Tuition Benefit be extended to employees who die, become disabled, or retire, if they have worked at least 15 years at DePauw instead of the present 20 years. Mr. Baker indicated that the Board would deal with this proposal at another time.

VP Marty Catanese and President Bottoms explained, in response to questions, that the GLCA structure is such that it is not possible to pro-rate the tuition benefit according to time spent at DePauw. Several professors pointed out that death is not a choice to be made and that a person dying while employed at DePauw should at least get tuition at DePauw for their children. Prof. Kit Price stated that she asked the COA to address this issue. She pointed out that all staff may participate in the program, not just faculty. She said that the length of service of 15 years was arrived at because that is the nearest round number after the average length of time (14 years) it takes a faculty member to reach the rank of full professor, which represents a significant and long-term commitment to the institution. Opinions on this matter should be sent to President Bottoms.

Prof. Bill Cavanaugh asked the Board's views on raising faculty compensation into the top third of the GLCA salary levels, which was a goal several years ago. The COA report mentioned that raising salaries was a priority.

REMARKS FROM THE PRESIDENT

Pres. Bottoms reported on other items from the recent Board of Trustees meeting. 1) The Board agreed to place \$750,000 from unrestricted gifts into the endowment to match the Hewlett Foundation grant monies. [This will lead to \$1,000,000 in additional endowment for the Presidential Discretionary Fund.] 2) Enough funds

have been raised to match the Kresge Challenge Grant which will be used for the chiller plant. 3) The next capital building project after the renovation of Harrison Hall will be the Union Building. 4) Last spring two security consultants were asked by the Board of Trustees to review campus security procedures. The consultants suggested arming the police officers on the security force. The Board will act on this in the spring. Pres. Bottoms will be referring this issue to SAC to bring a formal recommendation and gain faculty input.

NEW BUSINESS

Prof. Steve Raines moved that:

"The Secretary of the Faculty draft a brief but forceful letter to be communicated to the Presidents of Panhellenic and the Inter-Fraternity Council, expressing the Faculty's concern and annoyance with the unacceptably high levels of social activity in the class days immediately preceding and immediately following the formally designated Rush period. This draft is to be presented for the faculty's consideration at the December 1992 Faculty Meeting."

The Motion passed by a vote of 42 in favor, 18 against.

ANNOUNCEMENTS

For the Admissions Office, Mr. Dave Murray reported that early applications seem up, visitors and road contacts are up and that things feel better to him than they have in years, but it is still too early to tell. By the December faculty meeting we will have a preliminary feel because the early decision deadline will have passed.

Prof. Wade Hazel queried Mr. Murray. He stated that the students in introductory biology are the worst he has seen in years and asked if that is due to lower scores, more partying, or what. Mr. Murray said that scores of first-year students are statistically close to those from previous years.

Prof. Bob Newton also noted more absences than ever. Prof. Hazel said there seems to be more vandalism and drinking, but RAs indicate no noticeable difference. Prof. Newton said he has heard anecdotal evidence of quite a few first-year students leaving DePauw. Registrar Ellie Ypma acknowledged that 18 students have left, quite a number of those for health reasons.

Registrar Ypma referred to the attrition report distributed at the meeting. She mentioned that the headline of the recent DePauw article, "attrition highest in nine years" was accurate but somewhat misleading. The attrition over the summer was high, but not

statistically significantly higher than the previous year; the variation could have happened by chance. On the other hand the model on the last page indicates that a constant difference over five years of 7.1% attrition versus 5.19%--the summer attrition rates of last summer and the summer of 1991--yields a difference of 158 students by 1997.

She went on to say that national data shows a rate of 5-6% attrition is a baseline amount and is almost impossible to overcome because there are always some students who do not belong at the institution they have chosen. Our rate was 11.4% for all of last year--9.5% attrition is the present target. Faculty play an important role in retention by interacting with students. She was careful to point out that retention doesn't mean giving students their way but rather having quality faculty-student interaction and high academic standards. It was pointed out that one frequent reason students leave DePauw is social pressure.

The Reverend Jesse Jackson will speak at DePauw Thursday, December 3, 1992, at 11:00 AM. The Friday schedule will be in place, so 11:00 AM classes will not meet Thursday, but will meet Friday instead. Phase II Registration may be affected. Changes will be announced.

Provost DiLillo had three announcements. 1) All full-time faculty have received a survey from UCLA. He urged them to take the time to fill it out. 2) He congratulated Prof. Robbin Crabtree and Chaplain Stuart Lord for having received their Ph.D. degrees. 3) Prof. Tom Chiarella was selected to receive DePauw Exemplary Teacher Award from the United Methodist church and has been nominated for the Outstanding Educator Award presented by the United Methodist Foundation.

Prof. Jack Morrill noted that October has produced four books by DePauw faculty members: Tom Chiarella, Bernie Batto, Underwood Dudley and Wassim Shahin. Provost DiLillo promised a special faculty reception for these authors.

ADJOURNMENT

The meeting adjourned at 8:50 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

Agenda
For the Faculty Meeting of December 7th, 1992

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC
2. Approval of Previous Minutes
3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)

- a. Motion to be voted on: "To terminate DePauw's connection with ROTC programs."
(This motion was postponed at the November meeting.)

- b. Announcements - to include information about Graduation Requirements and Winter Term

Committee on Faculty (Marcia McKelligan)

Announcements

Committee on Management of Academic Operations (Jim Rambo)

- a. Motion to be voted on which adds courses:

Motion to be voted on: "That the courses
 HPER 290 Topics in Sport Science and Sport
 Medicine (1/2 to 1 course credit)

HIST 221 France to Napoleon (1 course credit)

HIST 276 Women in the United States, 1890-
 Present (1 course credit)

MUS 911 Beginning Jazz Piano I (1/2 course
 credit)

P&R 135 Introduction to Judaism (1 course credit)

R L 313 French Reading and Grammar (1 course
 credit)

S&A 255 Anthropology of Women and Gender (1
 course credit)

S&A 260 Mind, Self and Emotion in Culture (1
 course credit)

S&A 275 Pacific Island Cultures (1 course credit)

UNIV 010 Learning Strategies (0 course credit)
 be added to the catalog."

- b. Motion to be voted on which discontinues courses:

Motion to be voted on: "That the courses
 HPER 210 Recreation: Theory and Practice (1
 course credit)

HPER 212 Outdoor Education and Camp
 Counseling (1 course credit)

HPER 318 Methods of Teaching and Coaching
 Individual Sports (1 course credit)

HPER 411 General Safety and School Health
 Education (1 course credit)

R L 306 French Phonetics (1/2 course credit)
R L 334 Spanish Phonetics (1/2 course credit)

S&A 271 People and Cultures of Africa (1 course credit)

- c. Motion to be tabled: "That the proposed new time bank system be discontinued from the catalog."
"That the proposed new time bank system be adopted for academic year 1993/1994."
(Copies of the proposal and information which the committee has considered will be mailed to all faculty under separate cover.)
- d. Announcements - to include miscellaneous changes in course titles and numbers
Scholastic Achievement Committee (Eric Edberg)
Announcements - to include some follow-up information from last month's discussion

4. Reports from other Committees

Retention/Advising Committee (Kit Price)
Report on a proposal for first year advising.

5. Remarks from the President

6. Old Business

Memo to Interfraternity Council and Panhellenic Council (Bridget Dibble)

Motion to be voted on: "That the memo to the Interfraternity Council and Panhellenic Council regarding pre- and post-Rush activities be approved by the faculty for distribution."
(A copy of the memo has been circulated with the agenda; this copy blends the suggestions received after the first draft was presented at the November Chairs' meeting.)

7. New Business

Conferring of Degrees (Ellie Ypma)

8. Announcements

Admissions Update (Dave Murray)

9. Adjournment

AGENDA ADDITION - 1

DRAFT ONLY - TO BE VOTED ON AT THE DECEMBER FACULTY MEETING.

REMINDER: At the November Faculty meeting the following motion was approved, it is presented here for your reference only and is NOT intended to be part of the memo distributed if approved.

"The Secretary of the Faculty draft a *brief* but forceful letter to be communicated to the Presidents of Panhellenic and the Inter-Fraternity Council, expressing the Faculty's concern and annoyance with the unacceptably high levels of social activity in the class days immediately preceding and immediately following the formally designated Rush period. This draft is to be presented for the faculty's consideration at the December 1992 Faculty Meeting."

Date: December 8th, 1992

To: Panhellenic Council and
Interfraternity Council

From: Bridget Dibble
Secretary of the Faculty
on behalf of the Faculty of DePauw University

Subject: Pre- and Post-Rush Activities

The Faculty of DePauw University has instructed me to formally notify the Greek living units regarding our concerns over the excessive number and timing of pre- and post-Rush activities. We are concerned because these activities have significantly encroached on the academic program during the weeks immediately preceding and following Rush. We had hoped changes implemented in the Rush procedure would have alleviated these problems, but there was strong evidence to the contrary during the most recent Rush period.

We recognize that college life includes many activities besides those central to intellectual growth; however, when the emphasis placed on extra-curricular activities is so high that academics are infringed upon our concern is evoked. We would like to share an intellectually serious campus environment with students, thus, we hope students will regain an appropriate balance between their academics and extra-curricular activities.

We urge the Panhellenic and Interfraternity Council to work with all the Greek houses to establish guidelines ensuring that pre- and post-Rush activities are scheduled in such a way that students are able to meet their academic responsibilities, especially immediately before and after the period that has already been set aside for Rush activities.

(over)

October 28, 1992

AGENDA ADDITION - 2

TO: DePauw Faculty

FROM: Eugene Schwartz, Chair, CAPP

CAPP, in bringing its recommendation to you on the ROTC issue, has asked that I inform you of the range of possibilities which it considered. These were as follows:

1. Maintain the status quo--credit toward graduation for up to four ROTC courses taken, etc.
2. Permit only ROTC 100- and 200-level courses to be offered (It is in connection with 300- and 400-level courses that most of the sexual orientation discrimination occurs).
3. Allow 100-level through 400-level courses to be offered "through" the university, but not for credit, and record the successful completion of such courses on students' official transcripts.
4. Allow 100-level through 400-level courses to be offered through the university, but not for credit, and authorize the Registrar to certify that such courses have been successfully completed without putting such information on official student transcripts.
5. Terminate DePauw's connection with ROTC programs altogether.

**THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF DECEMBER 7, 1992**

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:08 P.M. in Thompson Recital Hall. One hundred one were in attendance.

Provost DiLillo introduced ROTC officers attending the meeting. They were Lt. Col. Mike Munson, Army ROTC representative from Indiana University and Lt. Col Gary Endersby, representing the Air Force ROTC from Rose Hulman. He asked that the presence of student observers be approved. They were Matt Brown and Allison Batron (Army Scholarship students) and Brad Smith and Clint Cox (Juniors in Air Force ROTC). There being no objection, these observers were welcomed by the Provost.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of November 2, 1992, were approved by majority vote with the following changes: 1) Prof. Eric Edberg pointed out that the final sentence of paragraph 5 on page 4 should be changed to read as follows: "Prof. Edberg commented that SAC has formed a subcommittee on grading, which is planning to follow up on SAC's 1988-89 study and recommendations regarding grade inflation. Provost DiLillo suggested that SAC also look at ways to raise general expectations and improve academic focus among the students." 2) Prof. Nafhat Nasr corrected the mis-spelling of his name. 3) Registrar Ellie Ypma asked that the percentage dealing with attrition on page 8 be changed from 5.19% to 5.97%.

SPECIAL ANNOUNCEMENT

The first order of business was an announcement from Registrar Ellie Ypma. She stated that first semester grades are due in the computer center by 10:00 A.M. on Monday, December 28, 1992.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON FACULTY (COF)

For COF, Prof. Marcia McKelligan reported that the committee is still continuing work on tenure decisions. She is trying to arrange committee meetings during Winter Term.

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz moved:

JAN 26 1993

"To terminate DePauw's connection with ROTC programs."

Prof. Schwartz explained that as this motion involves termination of a program, the faculty's recommendation will be to the President, and from him to the Board of Trustees.

He presented the committee's rationale concerning the five options CAPP considered concerning DePauw's ROTC programs. They are: 1) maintain the status quo--credit toward graduation for up to four ROTC courses taken, etc.; 2) permit only ROTC 100- and 200-level courses to be offered (it is in connection with 300- and 400-level courses that most of the sexual orientation discrimination occurs); 3) allow 100-level through 400-level courses to be offered "through" the university, but not for credit, and record the successful completion of such courses on students' official transcripts; 4) allow 100-level through 400-level courses to be offered through the university, but not for credit, and authorize the Registrar to certify that such courses have been successfully completed without putting such information on official student transcripts; and 5) terminate DePauw's connection with ROTC programs altogether.

This motion was originally presented for the faculty's consideration in February 1990. At that time, AVP Fred Silander, at the direction of the faculty, wrote letters to the Department of Defense expressing concern about discrimination, but received no reply.

Since the time ROTC policies were first discussed, DePauw's policy on harassment (including sexual orientation) has been adopted and printed in the Student Handbook. Prof. Schwartz read parts of this policy in explaining why committee members felt the ROTC policy is discriminatory.

The Committee had discussed the four other possibilities distributed to faculty regarding DePauw's future connection with ROTC. CAPP understands ROTC scholarships are available for some students who might not otherwise be able to attend DePauw. They still feel Option 5 is best; that all other options contain certain flaws. The motion would go into effect with the entering class next fall (Class of 1997); the eight students currently in ROTC programs would not be affected. Two juniors and three freshman are in the IU Army ROTC program and one sophomore, one junior and one senior are in the Air Force ROTC program at Rose-Hulman.

Prof. Louise Hart stated that the American Nursing Association also condemns the Armed Forces stand on homosexuality. However, she supports President-Elect Clinton's promise to do away with that stand, and recommended that the faculty delay until Clinton can act. Several faculty agreed with her wish to wait for Clinton to act, now that he has been elected.

Prof. Ralph Raymond stated that Clinton is receiving some pressure not to move forward on his earlier promise. Prof. Nancy Davis stated that DePauw has already delayed action for two years and

that we must act now and perhaps provide some impetus to Clinton's position.

Several faculty expressed their displeasure at the Department of Defense's lack of response to AVP Silander's initial letter. Some also felt, however, that DePauw's action would have no influence on the national scene. Prof. Kent Menzel, and others, felt that having ROTC students educated in a liberal arts setting is a good idea. Consequently, it was suggested that dropping the program might do more harm than good.

Lt. Col. Endersby agreed with Prof. Menzel's point. The Armed Forces do not want officers only coming from the service academies. Sixty percent of Air Force officers are from ROTC and OTS, and 70% of Army officers are. In responding to questions of 1) does ROTC discriminate, and 2) if it does what is the rationale, Lt. Col. Endersby stated that ROTC instructors do not make policy, but do follow orders. He agreed it is true that students enrolling for courses in their junior year sign a paper saying they are not homosexual and become a member of the military at that time.

Dean John White asked what would happen if we pass this motion and then the official policy changed. Would ROTC return to DePauw's campus? Lt. Col. Munson answered that costs are an issue in choosing ROTC schools, so he does not feel the Army would return to DePauw once ROTC is dropped, because it is an expensive school per student. Lt. Col. Munson had already received pressure from higher authorities to consider closing DePauw's programs. Prof. Raymond, however, disagreed, saying that DePauw's reputation is such that the military would be glad to resume ROTC on the campus. Col. Munson replied that there are now 50 fewer host schools than there were two years ago and he anticipates an additional 50 fewer in the next two years.

Lt. Col. Munson echoed Lt. Col. Endersby's thought that diversity of background is a strength in officers coming from ROTC backgrounds. He felt the faculty was not being fair to prospective students for next fall because of the timing of this decision.

Prof. Bruce Stinebrickner mentioned that IU has passed an anti-discriminatory policy exempting ROTC.

Many faculty felt that we have a policy against discrimination and we ought to stand behind it. We should not wait for the newly elected U.S. government to "do the right thing," but rather we ought to go ahead and act.

After further discussion, the question was called and a secret ballot was requested. The vote was 58 in favor, 25 opposing, and 2 abstaining. Hence, the motion to sever our relationship with ROTC passed, and the faculty recommendation will be forwarded to the Board of Trustees.

Other CAPP announcements were made by Chair Schwartz. At the November 30 meeting, the committee passed a resolution that further discussion of a comprehensive restructuring of the graduation requirements should be suspended indefinitely. This is not to disallow small changes in current groups, although no changes were currently being discussed. The complete rationale for this decision can be found in the CAPP minutes.

Also, in response to the faculty mandate of Spring '92, CAPP has discussed alternatives to the Core Winter Term. These included: 1) faculty members may develop individual courses within the common theme for first-year students; 2) independent seminars may be developed with no common theme; 3) no Winter Term would be required for first-year students and only two Winter Terms would be needed to graduate; or 4) a return to the way it was, with individual courses offered by faculty open to students at all levels. CAPP is not now in a position to make a recommendation on which alternative is best because it depends on Winter Term '93; however, CAPP plans to bring a proposal to the faculty at the March meeting.

Regarding the recommendation for no changes in graduation requirements, Prof. Art Evans declared that he is firmly against the present loophole (in that 5 out of 6 requirements must be met, with one able to be omitted). He felt the loophole turns the requirements into a travesty of the liberal arts curriculum. He turned his indignation into a motion:

"That CAPP examine the feasibility and ramifications of requiring all six groups as requirements for graduation from the CLA and report back to the faculty as soon as possible."

In response to a question on why CAPP postponed implementing the new graduation requirements, Prof. Schwartz cited campus climate, staff reductions, CAPP agenda, and feeling no broad mandate from the faculty for restructuring.

Prof. Gustavsson commented on Prof. Schwartz's announcements. Winter Term is 1/9 of DePauw's academic program but seems to require an inordinate amount of time and attention; whereas, graduation requirements are the essence of the whole program.

Prof. McFarland attempted to offer some historical perspective. AY 1977-78 was the first vote on requiring all 6 categories for graduation. There is quite a bit of pressure asking for leniency in the areas of foreign language and math or science. A study done in 1989 showed that about 30% of DePauw students graduate with no foreign language.

Prof. Bob Calvert, previous CAPP chair, stated that faculty have a hard time telling students to do something they don't want to do. He feels the loophole might be closed only to open up again. Prof. Herrold commented that courses satisfying the group requirements

have also been diluted. Just before the vote was taken it was clarified that "as soon as possible" meant by the end of spring semester '93 if possible, or at least by next Christmas.

The vote was taken on Prof. Evans' motion by a show of hands. It carried, but not unanimously.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo moved

"That the courses

HPER 290 Topics in Sport Science and Sport Medicine (1/2 to 1 course credit)

HIST 221 France to Napoleon (1 course credit)

HIST 276 Women in the United States, 1890-Present (1 course credit)

MUS 911 Beginning Jazz Piano I (1/2 course credit)

P&R 135 Introduction to Judaism (1 course credit)

R L 313 French Reading and Grammar (1 course credit)

S&A 255 Anthropology of Women and Gender (1 course credit)

S&A 260 Mind, Self and Emotion in Culture (1 course credit)

S&A 275 Pacific Island Cultures (1 course credit)

UNIV 010 Learning Strategies (0 course credit)

be added to the catalog." The motion was passed.

He also moved: "That the courses

HPER 210 Recreation: Theory and Practice (1 course credit)

HPER 212 Outdoor Education and Camp Counseling (1 course credit)

HPER 318 Methods of Teaching and Coaching Individual Sports (1 course credit)

HPER 411 General Safety and School Health Education (1 course credit)

R L 306 French Phonetics (1/2 course credit)

R L 334 Spanish Phonetics (1/2 course credit)

S&A 271 People and Cultures of Africa (1 course credit)

be discontinued from the catalog."

Rationales for both the additions and deletions were given for each course.

Prof. Nasr asked for further arguments on dropping the "African culture" course. Prof. Nancy Davis, Chair of Sociology & Anthropology, stated the department does not have a faculty member currently qualified to teach this course and does not anticipate having one in the next few years. Prof. Nasr and Chaplain Stuart Lord felt this was not a good reason to drop the course. Prof. Barbara Steinson, Chair of History, explained small departments can't offer everything they want to, when no one is available to teach a particular course.

The vote on the motion to drop the listed courses passed.

Prof. Rambo then presented a MOTION to be tabled:

"That the proposed new time bank system be adopted for academic year 1993/94."

Copies of the proposal and information the committee has considered have been mailed to all faculty under separate cover.

Prof. Glenn Welliver explained that the form on the table at the entry way was not the committee's proposal, but will be offered as a substitute motion at the proper time.

Parliamentarian Bob Weiss reminded faculty that motions to be tabled may not be debated. Consequently, Prof. Rambo withdrew the motion and moved to the announcement portion of his report, calling on Prof. Paul Watt to give some background information and explain how the time-bank sub-committee arrived at their proposal.

Prof. Watt stated that MAO has been discussing time banks for 2½ years and have received 15-20 different proposals. In November 1990 they presented three at an open meeting. In February 1992 they pulled the material together again, including information obtained from a survey sent to all faculty. In general the faculty want to have an option to meet classes three times per week, as well as two or four times, however, the subcommittee felt DePauw would not move to the credit hour system because of financial constraints.

It was clear from both faculty and student opinion that there should be no classes during the lunch hour and no extension of the class day beyond 4:00 P.M. The proposal presented by the subcommittee and endorsed by MAO adheres to this requirement.

In addition, the subcommittee wants the faculty to note that the proposal: 1) has banks of 3- and 4-meetings per week, allowing course pedagogy to dictate the most appropriate bank; 2) provides faculty and students with more efficient use of their time; 3) helps address the work ethic issue because the number of minutes in each bank are the same regardless of how many days per week are in the time bank; 4) makes DePauw more attractive, thus improving recruiting of the best and brightest; and 5) should improve the availability of classes for students.

In order to run a test schedule, Prof. Rambo asked that all Departments fit their spring 1993 schedule into the new format. In January, the Registrar's office will take typical student schedules and see if they are workable under the new plan. It is important that the Registrar receive these proposals from all departments by December 21, 1992. Prof. Lucinda DeWitt felt this dry run would be valuable, but, that it is hard to extrapolate the rationale for students' choices to really receive a true picture. Prof. Jim George expressed a desire for science chairs to get together.

Prof. Tom Emery called the question to table the motion. The motion to table carried, but not unanimously.

In his final announcement, Prof. Rambo stated that other minor changes in title and number, which MAO had approved, were listed on a handout available at the door as faculty entered. They are:

Changes in Title:

Chem 405	from	"Research"	to	"Thesis"
HPER 231	from	"Methods of Teaching and Coaching Team Sports"		
	to	"Methods of Teaching and Coaching Team Sports I"		
HPER 232	from	"Methods of Teaching and Coaching Team Sports"		
	to	"Meth. of Teaching and Coaching Team Sports II"		
RL 305	from	"French Conversation and Composition"		
	to	"French Conversation and Phonetics"		
RL 333	from	"Spanish Conversation and Composition"		
	to	"Spanish Conversation and Phonetics"		
RL 413	from	"Advanced French Syntax and Composition"		
	to	"Advanced French Stylistics"		

Changes in Number:

MUS 395-396	to	MUS 195-196	Diction in Singing
RL 307	to	RL 327	Introduction to French Literature

Change in Title and Number:

BIOS 109/HPER 116 "Hygiene" to BIOS 109/HPER 109 "Health Issues"
[Course cross-listed; BIOS had previously changed number but not title]

REPORTS FROM OTHER COMMITTEES

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Eric Edberg made several announcements for SAC. He reported 1) that SAC is currently reviewing revisions of the AIDS policy; 2) at the President's request SAC will study the proposal to arm security forces; 3) SAC had consulted with the Advisory Retention committee on their upcoming motion and approved it; 4) a Rush sub-committee will again look at ways to make Rush less disruptive; 5) an Academic Standards sub-committee has been formed to study the Honor Code proposal and they are asking SAC to look at that.

Prof. Kit Price next spoke for the Retention/Advising Committee. She explained that the committee had been meeting since early October. At the present time committee members are asking for faculty feedback on the implementation of the committee's idea.

Many students are dissatisfied with the current first year advising program. The committee plans to invite 65 faculty to serve on the

new first year advising program, beginning Fall '93. Faculty in the program would focus on first year students, but could continue with upperclass advisees if they so desire. The total number of advisees for a faculty member would be around 30.

Final plans for the new program won't be set until February, but the committee wants faculty who are interested in participating in the new program to let them know and limit the number of upperclass advisees they take so that they could take 15 first year students.

In response to questions, Prof. Price stated that DePauw will move ahead with changes in advising, but admitted that the specifics are not yet set. One goal is having faculty give uniform advice. Prof. Bernie Batto questioned the first year seminar previously advocated by CAPP. Provost DiLillo acknowledged that notion is not moving forward, but this is an attempt to move in a separate way. Prof. Raymond stated he felt the most important need is enthusiasm and care in advising--no one can make someone care. He felt this proposal might keep upperclass students from having the faculty advisor of their choice due to the limit of 30 advisees. Students will always search out good council and we shouldn't force faculty to have strengths they don't have or don't want to have. Prof. Price responded that while it was true we couldn't force caring, faculty need to realize that advising is part of their job.

Prof. DeWitt questioned how to mandate students to consult their advisor. So far there has been no focus on a student's obligations and responsibilities. Prof. Price said one of the goals of the new program was to make clear both the student's role and the adviser's role. Prof. Jim George asked what students don't like about the current system. Prof. Price responded with examples of students' feeling neglected and of inconsistency. She also stated that the retention task force has moved to include advising as an issue we can deal with in working toward insuring a good first six weeks for new students. The bottom line for all efforts is to improve retention.

Prof. Edberg stated that SAC has seen that it is the advising of the first two years that is crucial to students. They often need advice in picking a major and general counseling on fulfilling distribution requirements.

REMARKS FROM THE PRESIDENT

Pres. Bottoms reported that Jim Emison has been appointed by the Chairman of the Board of Trustees to chair the committee studying faculty salaries and compensation for the next five years. Faculty members appointed by Pres. Bottoms to the committee are Profs. Eric Edberg, Wayne Glausser, Kit Price, Kathi Jagger, Ellen Parker and Larry Sutton.

Prof. Cavanaugh asked for an explanation of why these particular faculty were appointed to the committee rather than elected. President Bottoms said he was requested by the Chair of the Board to appoint faculty. In doing so he considered faculty who could represent FCFA and FDC, as well as gender balance and differing levels of career experience.

OLD BUSINESS

Secretary of the Faculty Bridget Dibble presented a motion to be voted on:

"That the memo circulated with the agenda to the Interfraternity Council and Panhellenic Council regarding pre- and post-Rush activities be approved by the faculty for distribution."

In speaking to the motion, Prof. Dibble reminded the faculty that faculty action in November prompted the memo. The intent of the faculty's November action was to avoid debating the wording of the memo on the floor of the faculty. It was first circulated at the November 16, 1992, chairs' meeting with suggestions and revisions invited. Responses received through November 30, 1992, were incorporated, yielding the draft below:

Date: December 8th, 1992

To: Panhellenic Council and Interfraternity Council

From: Bridget Dibble, Secretary of the Faculty
on behalf of the Faculty of DePauw University

Subject: Pre- and Post-Rush Activities

The Faculty of DePauw University has instructed me to formally notify the Greek living units regarding our concerns over the excessive number and timing of pre- and post-Rush activities. We are concerned because these activities have significantly encroached on the academic program during the weeks immediately preceding and following Rush. We had hoped changes implemented in the Rush procedure would have alleviated these problems, but there was strong evidence to the contrary during the most recent Rush period.

We recognize that college life includes many activities besides those central to intellectual growth; however, when the emphasis placed on extra-curricular activities is so high that academics are infringed upon our concern is evoked. We would like to share an intellectually serious campus environment with students. Thus, we hope students will regain an appropriate balance between their academics and extra-curricular activities.

We urge the Panhellenic and Interfraternity Council to work with all the Greek houses to establish guidelines ensuring that pre- and post-Rush activities are scheduled in such a way that students are able to meet their academic responsibilities, especially immediately before and after the period that has already been set aside for Rush activities.

In closing Prof. Dibble stated that if the faculty felt the memo reflected their intent it should be approved; if the memo did not reflect the faculty intent, she encouraged the faculty to vote against it. She strongly stated that it was not to be revised during the meeting.

Prof. Stinebrickner seconded the motion. The motion to approve passed 35-17.

NEW BUSINESS

Prof. Emery requested more discussion on the presidential announcement of the Board of Trustees committee to study faculty salaries and compensation. He asked if the faculty would be given a copy of the charge to the committee. Yes they will. Again, President Bottoms engaged in a discussion of why the committee was appointed. He said it is difficult to have an election because of groups one wishes to have represented. The question for the committee is regarding where faculty salaries will be in five years and how this figure will fit in with the goals of the institution. Also, Pres. Bottoms stated that there will be discussion with the faculty all along on all issues the committee addresses.

Prof. Steve Raines asked about the long-range planning efforts which have been under way since spring. Pres. Bottoms replied that a draft is not finished yet, but will be shared with FCFA and with the whole faculty after Vice Presidents and Deans have approved it.

Prof. Roger Gustavsson asked why so many people on the committee are familiar with faculty development. These are people who have worked in a reward system. This is really a "committee on money". Prof. Raines wondered why the elected members of COA could not be on the committee due to their recent study of faculty compensation issues and the fact they have been elected by the faculty to their position. President Bottoms replied that the COA was represented by Wayne Glausser.

Prof. Steve Raines then presented a motion:

"That the faculty expresses its strong preference that its representation--on any ad hoc committee formed for the purpose of studying faculty compensation--be selected by election."

The motion was promptly seconded.

Pres. Bottoms asked what is meant by "election" and stated it is difficult for the whole faculty to elect just six people. Provost DiLillo noted that the committee has already been appointed, so asked what the motion was to achieve. It was meant to achieve the collective viewpoint of the faculty.

Prof. Cavanaugh protested that senior faculty are under-represented. Prof. Raymond stated that the legitimacy of the committee is in question. There is a long-standing concern about ad-hoc committees formed at the last minute. Pres. Bottoms suggested that if the majority of the faculty feel this way, they may wish to amend the motion to send a letter of protest to the Board. He also stated that the Millett Committee was appointed by the Chairman of the Board. Pres. Bottoms noted that the plan was to start these committee meetings before February.

Prof. Emery asked that the original motion be altered to include the wording that the committee would "include the current members of the COA as faculty representatives." This was agreeable to Prof. Raines.

Pres. Bottoms said that COA still has an agenda and that COA members Gary Lemon and Bob Newton are both on FCFA. Prof. Evans asked that the possibility of overlap between COA, FCFA and this new committee be clarified. More discussion followed.

Pres. Bottoms again stated how the long-range or five year plan has been worked on all fall. It will address issues of financial aid, faculty development, student life, admissions and tuition. This committee being discussed will only address goals for compensation. FCFA can look at broader issues. There is overlap, yes, but each committee has its own area. Prof. Evans asked about reports from this new committee--Pres. Bottoms stated they will go directly to the faculty.

Prof. John Dittmer stated he thought the President had named a good committee which can protect faculty interests and he hopes the people appointed will be willing to serve.

The vote on the revised motion was taken by secret ballot. It was defeated by a vote of 31 opposed, 27 in favor and 4 abstentions.

The question of security of faculty evaluations was raised, now that they are housed in the administration building. Provost DiLillo stated that chairs had been informed on procedures being used. Registrar Ypma, who also serves as head of the Office of Institutional Research, responded to these concerns raised. Judy Reynolds is still the primary one to deal with evaluation forms, as she has always been. Jane Brigman, who has worked with the COF in the past, also assists in that office. She explained the regulations governing computer security. No COF data is stored presently in the Administration Building, but if it ever is, it will

be kept in the locked vault. This answer satisfied Prof. Raines and others who were interested.

Registrar Ypma indicated that this is the time to move to grant B.A. and B.M. degrees for December graduates. She therefore moved:

"That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the Bachelor of Arts and Bachelor of Music Degree to be awarded in December of 1992."

Dean White seconded the motion, which then carried.

ANNOUNCEMENTS

Mr. Dave Murray made a brief announcement regarding admissions. He stated that applications to date are up 20%, with the quality up noticeably. More visitors than usual have come to campus this fall. The recent Science Scholarship Weekend had a record number of attendees. He thanked Prof. Price and her committee for their work.

Secretary Dibble announced that Agenda items for the February 1st, 1993, faculty meeting are due January 26, 1993.

Provost DiLillo congratulated Dr. Barbara Whitehead on finishing her Ph.D. degree.

ROTC student Clint Cox, who waited patiently through a long meeting, invited everyone to share in the annual Festival of Lessons and Carols Wednesday evening, December 9.

ADJOURNMENT

The meeting adjourned at 10:20 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

000023

Agenda
For the Faculty Meeting of February 1st, 1993

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC
2. Approval of Previous Minutes
3. Reports from Coordinating Committees
 - Committee on Academic Policy and Planning (Eugene Schwartz)*
Announcements
 - Committee on Faculty (Marcia McKelligan)*
Announcements
 - Committee on Management of Academic Operations (Jim Rambo)*
 - a. Motion to be voted on: "That the proposed new time bank system be adopted for academic year 1993/1994."
(This motion was tabled in December.)
(Copies of the proposal and information which the committee considered were mailed to all faculty under separate cover just before the December Faculty meeting.)
 - b. Announcements
 - Scholastic Achievement Committee (Eric Edberg)*
Announcements
 - Retention/Advising Committee (Kit Price)*
Progress report on the program for first year advising. (See four page handout accompanying the hard copy of the agenda.)
4. Reports from other Committees
 - Committee on Administration (Gary Lemon)*
Announcements
 - Committee on Faculty Compensation (Wayne Glausser)*
Announcements
 - Faculty Committee on Financial Affairs (Bob Newton)*
Announcements
5. Remarks from the President
6. Old Business
7. New Business
 - Conferring of Honorary Degrees (Robert Bottoms)*
8. Announcements
 - Admissions Update (Dave Murray)*
9. Adjournment

FYI: The memo to the IFC and Panhellenic Council was mailed two days after the last faculty meeting.

10/10/10





000024

Date: 25 January 1993
Memo To: Faculty colleagues
From: Retention/Advising Committee
Subject: Suggestions for revising student advising program

For the past three months, an ad hoc committee on advising and retention has been developing a program to implement recommendations of earlier studies of advising. Each of these studies found that advising at DePauw is remarkably complex and diffuse. While many advisers do an excellent job across the board, learning the whole system and leading each student through it individually are difficult and time-consuming tasks. The diffuseness of the advising system also makes it difficult to plan workshops and other support efforts for advisers and to coordinate advising activities for students during the semester. In spite of the best efforts of faculty advisers, the system is too inefficient and cumbersome to provide consistently effective advising.

To create a more efficient advising system requires first a division of labor. We have begun forming a cadre of advisers who focus largely on advising first year students. Other advisers will focus on advising department majors. In the coming Spring semester, two workshops, open to all faculty advisers, will be offered. Besides dealing with advising issues, these workshops will serve to clarify the aims of the advising program and, hopefully, reassure those who might have doubts about taking part in the first-year advising program.

The primary advantage of this reorganization is that first-year advisees can be organized into advising groups of 8-12. These groups will coincide with mentor groups, with student mentors also serving as advising assistants. Much of the initial advising that occurs during Orientation Week can be done more efficiently in these small groups (with some time available for individual meetings). And follow-up advising during the first semester, which is now a haphazard process, can be regularized. Scheduled meetings, some led by student mentors, others by faculty advisers, will deal with issues critical to a successful transition to college life and work.

The attached outline of the program gives more information on adviser workshops, Orientation Week activities, and post-Orientation meetings. If you have questions about the program, please call or E-mail one of the faculty representatives on the committee: Kit Price, Mary English, or Ken Kirkpatrick. If you've not yet responded to an invitation to join the first-year adviser's group, please use this letter and the attached program outline as an occasion to do so.

1000



Suggestions for Revising Student Advising Program

Report to the Faculty - February, 1993

The Retention/Advising Committee has designed a program to maximize the efficiency and effectiveness of interaction between students and their advisers. Special attention has been given to the advising program for first-year (f-y) students. We also designed opportunities for the f-y students to interact with student advising assistants and with faculty members other than their own adviser. We recommend that this program be evaluated at intervals of two and four years following its implementation.

Our suggestions include:

- A. Two Spring '93 workshops for all advisers (f-y and upper class)
- B. Revision of the advising/registration portion of orientation week
- C. Post-orientation group meetings of f-y students with advisers during scheduled times

A. Spring '93 Workshops

Workshops are designed for participation by all faculty members who are academic advisers. Advisers of first-year students are especially encouraged to attend. Following are brief preliminary agendas for the two workshops.

Workshop I: *The Development of Learning Styles in College* (March '93)
Workshop will be offered twice, from 3:00-5:00 followed by a social hour.

Learning styles have much to do with success in college, as well as with academic and career choices, because people tend to gravitate toward academic fields and careers that favor their own learning style. Awareness of learning styles can help advisors understand why an advisee might be having difficulties in certain types of courses or recommend courses that fit particularly well with a student's emerging learning style preferences. And because teachers tend to design courses that favor their own learning styles, learning style inventories are excellent tools for understanding the demands of one's own courses.

In this workshop, we will discuss the results of a learning style survey given to faculty and explore the role of learning styles in good advising. Because students' learning styles are still developing, especially as they confront more abstract or theoretical work, learning style inventories may not be of much use in helping them select courses or a major, but an adviser who is aware of learning style differences can help a student adapt to new intellectual challenges.

1. Prior to coming to the workshop, each faculty member will have completed a self-administered learning style inventory. A brief explanatory reading may accompany the inventory.

2. Overview of why the awareness of learning style matters to student academic success, and is therefore important relative to advising and retention.
3. Identify and interpret each faculty member's learning style.
 - Explain implications of different learning styles.
 - Compare individual teaching styles to learning styles.
4. General comparison of learning/teaching styles within departments and across the curriculum. More on this topic in Workshop II.
5. How are f-y students' advising needs different from advising needs of upper class students?
 - Suggested methods to discover the areas in which a student excels and those areas in which a student struggles.
 - Role of the academic adviser.
6. Assignment for Workshop II:
Each faculty member will be asked to describe his/her department's introductory course(s) in terms of learning/teaching styles. Specific questions will be provided to the workshop participants to aid them in this endeavor.

Workshop II: *Strategies for Efficient and Effective Advising* (April '93)

Workshop will be offered twice, from 3:00-5:00 followed by a social hour.

1. Review learning/teaching styles assignment for Workshop I.
 - An overview of course type and content at the introductory level in different departments will emerge here (useful information in the advising process).
 - Is there a "typical" f-y course or f-y student at DePauw?
2. Develop methods to streamline advising for registration.
 - Group advising methods
 - Retaining confidentiality while advising in group sessions
 - Using f-y mentors as advising assistants
3. Finalize advising portion of Orientation Week (suggested schedule relative to advising is listed below).
 - Briefly discuss role of academic adviser
4. Advising beyond registration: Discuss and/or revise topics for post-orientation meetings with advisers, students and mentors. More details on last page.
5. Comments from colleagues whose children are or recently have been college students.
 - What characterizes a f-y student?

B. Advising in Orientation Week

You will be provided with the suggested agenda for each scheduled meeting with your advisees. The agendas will have been finalized in Workshop II.

Saturday afternoon

- 2:00 Advisers meet with parents and new students.
 - Discuss student, adviser and family role in the learning process.

Sunday evening

- 6:00-8:00 Nuts & bolts of registration (students and mentors; advisers welcome) - with ice cream break
 - Group and competency requirements
 - Reading schedule of classes
 - Designing a schedule
 - Bubble sheet strategies
 - Registration procedure

Monday

Two concurrent morning sessions:

- 8:30-11:00 Discussion to begin student awareness of various learning styles (facilitated by a few faculty members; mentors and advisers welcome) - four 30-minute sessions in Thompson Recital Hall.
 - What subjects do you enjoy &/or do well in?
 - Why do you experience success in these areas?
 - How are courses across the curriculum connected?
 - Administer an abbreviated learning styles questionnaire
 - Interpret questionnaire
 - significance for student
 - implications for a success in DPU courses
 - flexibility of an individual's learning styles
- 8:30-11:00 Registration Fair in Lilly Center.
 - Faculty and student mentors available to talk with students about course content and programs. One-page handouts designed by each department/program will be available for students.
 - Department handouts will briefly describe the nature of introductory courses and the major in terms of learning/teaching styles.
 - Information also available on programs such as Fellows programs, student support services, and pre-professional programs.
 - No tables will be set up to maximize interaction.
 - Students will have scheduled entry times.

11:00-noon Group advising (students and advisers)

12:30-2:00 Individual appointments with faculty adviser as needed.

(Students turn in bubble sheets in UB Ballroom from 11:30-2:30 immediately after finalizing schedule with adviser.)

Tuesday

2:00-4:00 Faculty available for appointments to help students with schedule adjustments as needed.

Notes:

Sessions on “academic honesty” and “adjusting to college” are also recommended for Orientation Week, as has been done in the past.

We recommend eliminating the discussion based on August reading assignment.

C. Post-Orientation Group Meetings with Advisees

The advising process should continue past registration. To facilitate this we propose several meetings at scheduled times, for example Tuesday lunch hours. Perhaps sack lunches can be made by food service for these meetings. Each f-y adviser will meet with all of his/her advisees and student mentor(s). In the past such meetings have occurred with mentor groups, but advisers have not been included. It is especially important that f-y advisers attend meetings on weeks 1,3,and 8(?), but faculty members are welcome at all meetings.

Suggested topics for meetings with f-y students:

- | | |
|------------|---|
| Week 1 | How are things going? Any surprises? Listen to students. |
| Week 2 | Alcohol ... |
| Week 3 | Process a college adjustment survey, which the students will have filled out before the meeting. |
| Week 4 | Understanding and accepting diversity. |
| Week 5 | Relationships... |
| Week 8 (?) | Preliminary registration information.
- Remind students to sign up for appointments with advisers to review MT grades. |

**THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF FEBRUARY 1, 1993**

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:05 PM in Thompson Recital Hall. Eighty-seven were in attendance.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of December 7, 1992, were approved as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz announced that the committee did not meet during Winter Term. February meetings will be devoted to discussion of the core Winter Term, leading to a motion to be presented at the March faculty meeting.

The Core Subcommittee will be seeking faculty input from last spring's questionnaire and the teaching staff of Winter Term '93. Others wishing to comment may send remarks to Prof. Martha Rainbolt (chair of sub-committee) or Prof. Schwartz.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Carl Huffman reported the committee's continuing work on tenure and promotion cases. Prof. Jim Elrod is on leave second semester, so Prof. Cynthia Cornell is taking his place on the committee.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo stated that the committee had met at the end of January and decided not to remove the time-bank motion from the table this month. After looking at mock schedules submitted by departments and running some real Spring '93 student requests, it became evident that departmental schedules as submitted would not meet student needs. The principal problem was one of adequate distribution of classes throughout the day. The greatest problems in this regard were 100-200 level classes and classes meeting two hours per day twice a week.

The issue will continue to be studied and will be presented to the faculty later in the spring, for possible introduction in Spring '94. Registrar Ellie Ypma assured faculty there would be no problem beginning such a plan mid-year. Chaplain Fred Lamar was concerned about the scheduling of Chapels, since they are arranged one year in advance. There should be no problem since the issue should be resolved this spring.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Eric Edberg introduced Prof. Kit Price, Convener of the Retention/Advising Subcommittee, and explained that her committee's report is issued with SAC's endorsement. The Retention/Advising sub-committee has been continuing work begun under Dean Stan Warren in the 1991-92 school year. Other members are Joan Claar, Mary English, Jackie Gardner, Ken Kirkpatrick, Lisbeth Lyons (student), Dave Murray, Lottie Pell (student), and Ellie Ypma.

The committee recommended three changes to the advising program:

- 1) Two workshops will be held this semester for all faculty members and will focus on the importance of recognizing learning styles of students and professors, as well as how professors' learning styles affect their teaching styles.
- 2) The advising portion of orientation week next fall will include more advising in groups and use of student mentors as advising assistants.
- 3) There will be scheduled weekly follow-up sessions after orientation. This has been done in the past with mentor groups, but now advisers will be involved with some of the sessions.

Prof. Price addressed some common concerns which have been expressed by faculty. The committee realizes advising is a time-consuming process and hopes working with groups of students instead of individuals and using trained mentors will streamline the process. The group sessions following orientation will alternate between faculty leading discussion about academic issues and mentors leading the discussion about non-academic issues. The students of one adviser form a mentor group.

Faculty will be asked to advise 10-12 first-year students, so there will still be time for advising upper-class students. Professors are encouraged to keep their advising load to a total of 30 students. Those advising special groups of new students are urged to continue doing that.

If there are not enough volunteers to participate in the new plan, committee members will meet with departments who are having difficulty coming up with faculty willing to do first-year advising in order to determine how the departmental advising load should be distributed. So far, of the 60 people asked to do this, 31 have said yes, 3 have said no and 4 have had questions or

reservations. Prof. Price asked those who have not responded to do so.

This new plan will be evaluated after two years in operation. There were no questions.

REPORTS FROM OTHER COMMITTEES

COMMITTEE ON ADMINISTRATION (COA)

Prof. Gary Lemon reported for COA that they have met twice since the last faculty meeting to discuss the medical package. There will probably be some minor enhancements to the package but those enhancements shouldn't increase costs. DePauw's claim experience is down, so it appears there will be no dramatic increase in costs.

COA has also been asked to look at stipends paid to Chairs and those who attend competency programs during the summer. Because all members of COA are presently Chairs of departments, Prof. Lemon requested that several interested faculty volunteer to serve on an expanded committee to look at the Chair stipend issue. Information will also be sought on practices of other GLCA schools.

COMMITTEE ON FACULTY COMPENSATION (CFC)

For the CFC, Prof. Glausser named those appointed to serve on the committee. From the Board of Trustees are: Jim Emison, Chair, Percy Clark, Lawrence Clarkson, Tom Sargent, Erwin Schultze, Stephen Stitle and Jim Van Horn. The faculty members are: Profs. Eric Edberg, Wayne Glausser, Kit Price, Kathi Jagger, Ellen Parker and Larry Sutton. The charge of this committee is to develop policy allowing the Board of Trustees to set faculty compensation goals for the next five years. The CFC met in January and created a schedule for future meetings. Prof. Glausser got the impression that Board members do not wish to impose an alien system, but share goals to increase compensation.

This committee will meet Friday, February 5, on campus. Subsequently the faculty members on the CFC will hold a series of open meetings with different faculty groups. By April the CFC will present a proposal to the full Board of Trustees.

FACULTY COMMITTEE ON FINANCIAL AFFAIRS (FCFA)

Prof. Bob Newton stated that the committee will meet with President Bottoms on February 8, 1993, at which time information will be shared about administrative long-range economic plans.

REMARKS FROM THE PRESIDENT

Pres. Bottoms reported two things from the January Board of Trustee meeting. First, a resolution was passed regarding tuition and fee increases for 1993-94. The total increase will be 5%, with tuition increasing 3.8% and room & board 4%. There will be a new activity fee of \$50 and a medical fee of \$150 per year to underwrite health care operations. Second, no discussion or decision on the salary pool took place at the January meeting. Discussion was reserved for the April meeting, when the admissions process is further along and a budget recommendation has been made.

The comprehensive multi-year financial plans from financial aid, development, admissions and student life are in the process of being received. Information in them will be shared with COA and FCFA, and then with the faculty. The Provost's plan concerning academic issues for the next five years will be sent to CAPP.

Prof. Bernie Batto asked about the ROTC motion from December. That will be studied by the Board's Academic Affairs Committee, which only meets twice a year, so it has not yet been addressed by the Board.

OLD BUSINESS

None.

NEW BUSINESS

Executive session was declared. Candidates for Honorary Degrees were presented. President Bottoms summarized the accomplishments of the first four candidates and Provost DiLillo spoke to the merits of the fifth candidate. Vote was taken by secret ballot and all five candidates were approved by a strong majority. They are Mr. John Alford, Chairman of the Board of the Park National Bank; Ms. Mary Beth Edelson, self-employed artist and lecturer; Mr. Charles Iikubo, President, Japan Export Counseling, Inc.; Mr. Sal Marino, Chairman and CEO of Penton Publishing and Vice President and Director of Pittway Corporation; and Mr. Carlos S. Menem, President of Argentina. Pres. Menem will be awarded his degree next fall, during a visit to the United States. Arrangements are being made for Pres. Menem to give a convocation at DePauw during his visit to this country.

President Bottoms also announced that Mr. Vernon Jordan, a DePauw alumnus and most recently a coordinator of President Clinton's transition team, will be the commencement speaker this spring.

ANNOUNCEMENTS

Mr. David Murray gave a short update on admissions. The applicant pool is up 12%; there are increases in the number of men and women applying and increases in the number applying from all geographic locations except those where we have reduced our efforts. Also, class rank percentile is up. Applications from about 45% of the applicant pool are still due to be received before the February 15 deadline. Consequently Mr. Murray should be able to present more hard data next month. Early notification demand is up and the regular pool is close in numbers to last year's.

Prof. Lucinda DeWitt asked about feedback on use of videos. The yield video is not being used this year, but students who have not visited the campus will receive the front-end video after they are admitted.

Prof. Batto asked about financial aid packages for next year. Mr. Murray stated that isn't really his decision to make. His office will try to target middle income families. Pres. Bottoms interjected that 70% of the students are on some kind of aid, that the need will probably increase and will be met.

Prof. David Berque announced plans for a "Happy Hour" for interested faculty at the Walden Inn Saturday, February 6, from 5-8 p.m. and encouraged everyone to attend.

ADJOURNMENT

The meeting adjourned at 7:58 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

10/10/10



Agenda
For the Faculty Meeting of March 1st, 1993

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)

- a. Motion to be voted on: "(a) That the Core Winter Term be extended for 2 years; (b) that the topic for next year be the same or similar to that of January 1993; (c) that the Core Winter Term be reviewed by CAPP in the Spring of 1995."

b. Announcements

Committee on Faculty (Marcia McKelligan)

Announcements

Committee on Management of Academic Operations (Jim Rambo)

a. Announcements

- b. NOTE: The tabled time bank proposal shall REMAIN ON THE TABLE.

Scholastic Achievement Committee (Eric Edberg)

Announcements

4. Reports from other Committees

Faculty Development Committee (Kathi Jagger)

Announcements

Committee on Administration (Gary Lemon)

Announcements

Committee on Faculty Compensation (Wayne Glausser)

Announcements

Faculty Committee on Financial Affairs (Bob Newton)

Announcements

5. Remarks from the President

6. Old Business

7. New Business

Discussion of April Meeting Time (Len DiLillo)

Discussion to consider changing the date of the April meeting because of a conflict with Passover.

8. Announcements

Admissions Update (Dave Murray)

Faculty Election Schedule (Bridget Dibble)

9. Adjournment

**THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF MARCH 1, 1993**

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:08 PM in Thompson Recital Hall. Ninety-five were in attendance.

Provost DiLillo asked that the presence of student observers be approved. They were Karen Widell representing WGRE, Amanda Southerland from the DePauw, and Eric Pardell, immediate past President of the Student Body. There being no objection, these observers were welcomed by the Provost.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of February 1, 1993, were approved as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz presented the following three-part motion on the Core Winter Term:

- a) that the Core Winter Term be extended for two years;
- b) that the topic for next year be the same as or similar to that of January 1993;
- c) that the Core Winter Term be reviewed by CAPP in the Spring of 1995.

By way of background, he explained that the faculty had mandated CAPP to study the Winter Term Core issue and bring a motion to this meeting. CAPP's motion is to be voted on in its entirety--it is to be either accepted or defeated as a whole. If the motion is defeated CAPP will propose one alternative; if that is defeated, the faculty will be back to pre-Core Winter Term days. CAPP will not propose further alternatives.

In reaching its recommendation, CAPP considered evaluations from first year students, residence assistants, faculty, and assistants from Student Affairs and Academic Affairs.

Prof. Schwartz spoke briefly in favor of the motion. It was clear to CAPP that WT 93 was a qualified success, particularly if faculty responses are compared to the '92 Core WT. After WT 93 54% of the faculty would teach the Core Winter Term again; if half of the faculty who responded ambivalently about teaching again are included, the percentage rises to 73%. After WT 92, only 24% of

the faculty wished to teach the Core again, so this shows a clear shift in the attitude of participating faculty.

Students as well as teaching assistants also viewed Winter Term positively. Two-thirds had more enthusiasm and more interest in the topics during Winter Term than for their courses during the regular semester. Seventy plus percent felt their beliefs were challenged. Seventy-two percent of first-year students wish to keep the same topic or the same topic with modifications. They agreed with the idea of having three topics, and CAPP recognizes this method represents an efficient use of faculty resources.

CAPP feels this common student experience should be part of a DePauw education, especially as the student body becomes more diverse. The committee feels that a number of past problems have already been addressed and others can be solved by organizational changes and/or slightly modifying the nature of the topics and the readings. This year's program was more structured than those in the past and had a strict attendance policy.

Prof. Nancy Davis was disturbed because it was necessary to rely on administrative staff and librarians to teach core sections. She was distressed because it seems faculty were not willing to teach. CAPP Chair Schwartz said it was his understanding the administration was responsible for staffing the core sections, but not much coercion was used to get faculty to teach. Provost DiLillo agreed that was true. Prof. Martha Rainbolt, Chair of the Winter Term subcommittee, stated that 25 of the 33 WT sections were headed by faculty; 16 of the 25 said they would teach again and 9 were ambivalent. Prof. Karen Ahlm stated that only 55-58 faculty were "on duty" to teach a Winter Term project this year. This number was low due to sabbaticals and other leaves. On top of that, it was harder to recruit faculty this year because last year's experience was negative,

Prof. Marthe Chandler expressed the thought that in the past it was not respectable for non-academic types to teach, due to their lack of credentials. However, several faculty and administrators disagreed with this comment.

Prof. Roger Gustavsson felt that the practice of released time every other year for faculty is not a good enough reason to keep the Core Winter Term and asked about the alternative motion if the primary one on the floor is voted down. Prof. Schwartz answered that a new on-campus program for first year students will be developed in which faculty will teach their own course within the framework of a common theme. Dean White stated that the present plan uses faculty efficiently, whereas if students select courses, some will inevitably be under-enrolled; therefore, released time will not work the same as under the present system. Prof. Gustavsson suggested trying to assign students to one of four choices.

Prof. David Herrold declared that there are a number of difficult questions revolving around the Core Winter Term. A consideration should be the contribution it makes to the curriculum--it played a good role academically this year. This program was designed to address first-year students' needs with topics chosen which are immediately relevant to their lives, and to give them some academic background for decisions they will make. It is the one time first-year students are by themselves as a group and it is a good time to orient themselves to college academic and social life without the interference of upperclassmen. He felt the Core experience is important for first year students as they learn to defend their thoughts in class discussion, to form a sense of community by discussing personal issues and dealing with each other's different backgrounds, and to struggle between freedom and responsibility in their first year away from home. WT 93 is a good framework to work from and can be further improved by adding literature and art, increasing rigor, making students do the reading, etc.

Prof. Bob Calvert agreed that the diverse student body needs some sort of unifying program. In answering Prof. Gustavsson's desire for a more intellectually satisfying program, he stated there is always room for improvement, but the present type of program can be as intellectually satisfying as instructors and students want it to be. The questionnaire results indicate that most students spent less than an hour preparing the reading assignments this year, and 45 minutes or less on their journals. There were many group activities outside of class hours.

In response to questions about negative comments from students, Prof. Ahlm further summarized some students' negative comments. The attendance policy was a negative issue for students, but faculty felt that it worked. Some students wanted the choice of internships or classes. There were comments about the readings. Two-thirds of the students felt the Core was okay if some elements were fixed.

Prof. Steve Raines asked whether a positive vote for the CAPP motion would result in erosion of the freedom of individual faculty members to choose between on-campus and off-campus Winter Term projects. Will some faculty be forced into teaching the core winter term if its continuation is approved? Provost DiLillo stated, and Dean White agreed, that faculty may be encouraged to teach it, but not coerced. He feels any sort of undue pressure will undermine enthusiasm for the core. He also stated that the COA has recommended stipends earned by teaching the Core be eliminated. The administration has accepted this COA recommendation. Registrar Ellie Ypma pointed out that faculty need to be involved in winter term projects for upperclassmen as well as first-year students. Dean White summed up the matter by saying there would be no change in policy in the future.

Prof. Nafhat Nasr summarized his feelings about the discussion: the program seems to have worked; students will have ample opportunity to choose other Winter Term options in succeeding years; and the Core program will be reviewed and may be revised as needed. He also feels it is a good idea to involve a component of non-faculty in working with students.

Many professors felt those voting for the core program should be willing to support it by teaching in the Core. Prof. Herrold felt someone voting for the Core should be willing to serve in it every fourth year. Prof. Bob Weiss was less concerned because only 33 professors are needed each year, so everyone can't teach in it in every one of their "on" years. Prof. Kit Price urged support of the current program as she is even less anxious to design a course she would teach on her own in January. She felt we should think of students' needs and support the recommendation presented by CAPP. They have devoted much effort to studying this question.

Prof. Mark Kannowski called the question. Prof. Chandler asked for a secret ballot. The vote to continue the core winter term passed by a vote of 50 affirmative and 33 negative, with 2 abstentions.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Carl Huffman reported the committee hopes this is the last month on tenure cases. The next item to be studied is interim reviews.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo presented several changes in title. HPER 321 becomes History, Philosophy and Curriculum of Physical Education; HPER 401 will be titled Methods and Evaluation in Physical Education, and HPER 406 will be called Administrative Management of Physical Education and Sport. G&G 273 will now be titled Geography of Europe and Russia.

He stated that the committee is still working on the time bank issue and is still planning to present it for faculty vote at the April meeting. Prof. Paul Watt, in answer to questions, said his sub-committee has considered comments included when time bank trials were initially submitted.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Eric Edberg stated that SAC will be reviewing the policy that no exams be given during the last week of classes as a result of student complaints. He asked faculty to forward any comments

about the policy to SAC for discussion. For example, the issue of lab practicals has already been raised.

REPORTS FROM OTHER COMMITTEES

FACULTY DEVELOPMENT COMMITTEE (FDC)

For FDC, Prof. Kathleen Jagger made two announcements: up to \$200 can be received for course development initiatives from the Research and Professional Development Fund; and funds for four professors to attend the GLCA course design workshops this summer are available, although transportation will not be paid. Prof. Kit Price explained that one workshop will be at Wooster and one at Kenyon the first and last week of June. Prof. Wade Hazel asked if there has been less demand for funds since transportation costs will not be paid. Yes, that is the case, so the committee will rethink their position regarding transportation costs.

Dean John White stated that the Professional Conference Fund will be funded through the end of the school year.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Gary Lemon reported for COA that they recently met to debate the issue of a stipend for department chairs. Because all members of the COA are presently serving as department chairs, Profs. Pam Propsom, Chuck Mays, and Mark Kannotski have joined the committee to consider this issue. The COA is also continuing to meet on health insurance. DePauw's claim experience is still down, so Prof. Lemon does not anticipate major changes.

COMMITTEE ON FACULTY COMPENSATION (CFC)

For the CFC, Prof. Jagger referred to the handout at the door reporting on issues raised at meetings with the four different ranks of faculty about the compensation issue. The next meeting of the committee will be March 10; comments can be sent to Chair Wayne Glausser before then to be considered at the meeting. She clarified the committee's charge as recommending goals and setting policies. The Board of Trustees will then be responsible for raising the funds needed to implement CFC's policies.

FACULTY COMMITTEE ON FINANCIAL AFFAIRS (FCFA)

Prof. Bob Newton reported that the committee has met five or six times since February 1 to study the 5-year plans developed by DePauw's vice presidents. The plans are confidential at this

time, but FCFA will recommend a response after they are presented to the executive committee of the Board of Trustees.

REMARKS FROM THE PRESIDENT

Pres. Bottoms stated that he has consulted with the Faculty Development Committee concerning the Presidential Discretionary Fund. He will present a detailed report at the next meeting. By April 15 he will be prepared to receive new applications for requests for next term. He plans on allocating about \$40,000 each term. Categories are community building and teaching effectiveness and research. A memo will be sent out soon asking for faculty proposals. The funds will come from the Presidential Discretionary Fund, the Alford Fund for Moral Development and a new grant received from General Mills. General Mills has awarded DePauw a two-year grant of \$25,000 each year to supplement faculty development funds.

Finally, Pres. Bottoms informed the faculty that arrangements have just been completed to bring the columnist Carl Rowan to speak at DePauw on April 6.

OLD BUSINESS

None.

NEW BUSINESS

A conflict has been noted between the April Faculty Meeting and the start of Passover. In attempting to change the meeting date, Provost DiLillo found conflicts between new meeting dates and already planned events and classes. Therefore, he asked the group if it was agreeable to postponing the meeting by 30 minutes so that faculty can attend the Seder celebration before the meeting. There was no objection to holding the April 5 meeting at 7:30 p.m.

Prof. Kevin Moore spoke about what he learned from his students during the recent Winter Term. They shared with him the fact that many faculty of introductory level courses somehow give their students the impression that the course they are teaching is boring and unimportant. He asked that faculty think about how they present themselves and their courses.

ANNOUNCEMENTS

Mr. David Murray gave a short update on admissions. The number of applicants is up 6.4% with quite an increase in the number of men applying. The average SAT score is up 18 points and the

percentile of class rank is also generally up. Multicultural applications are up although not quite to the record numbers of last year.

The worry now turns to yield. A source of concern is that admissions has just received the first financial aid forms. These are late coming in because the government has changed the form this year. Getting these good students to apply leads to more competition for them. Still, it is very good that these numbers are up.

Prof. Gary Lemon asked about increases in those who will pay their own way. Mr. Murray replied that about 4% of U.S. households with prospective college students earn over \$100,000 per year, so with these limited numbers, we probably can't make high gains in recruiting full pay students.

Secretary of the Faculty Bridget Dibble presented the election schedule. Faculty should notify Prof. Dibble of leaves by Wednesday, March 17. The vacancy list will come out Monday, March 29. At-large nominees are to be sent to her by April 7. The faculty election ballot will be sent out April 14 and will be due April 28. Division election results will also be due April 28. This schedule will allow election results to be given at the May faculty meeting.

Prof. Robert Newton read a prepared statement to the faculty: "Contrary to remarks attributed to the President in THE DEPAUW and quoted by me in my recommendation regarding compensation and merit issues regarding the responsibilities of the Committee on Administration to make recommendations on the salary of the administrative salaries, there has been no change in the responsibilities of that committee as stated in the Academic Handbook. Therefore that Committee has not been remiss in carrying out its duties; nor does it envision assumption of new duties."

Prof. Lucinda Dewitt reminded faculty of the Women's Week Schedule of Events.

Prof. Louise Hart asked that faculty inform their representatives to vote "yes" on HB 1564 on issues important to the nursing profession.

Registrar Ellie Ypma pointed out that Friday, March 12, is the deadline to drop classes, also for sophomores to declare majors. Mid-Term grades are due at 10:00 on Friday, March 19. All first year students should receive mid-term grades in every course, including HPER activity courses.

Prof. Jack Morrill asked if, since the drop date has been moved to the end of the sixth week, there is a general problem of students

not receiving any evaluation by that time. Registrar Ypma agreed there can be a problem and reminded faculty that they should provide students with feedback prior to the drop date.

Provost DiLillo asked that each faculty member return the questionnaire to his office about time in rank, here or elsewhere, so that equity issues could be addressed. He also thanked those who were involved in the evaluation of the Core Winter Term and commented that the quality of debate on that issue at the meeting tonight was the best he has heard.

Prof. Jagger pointed out that Prof. Edberg has just received his Doctor of Music degree.

ADJOURNMENT

The meeting adjourned at 8:40 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

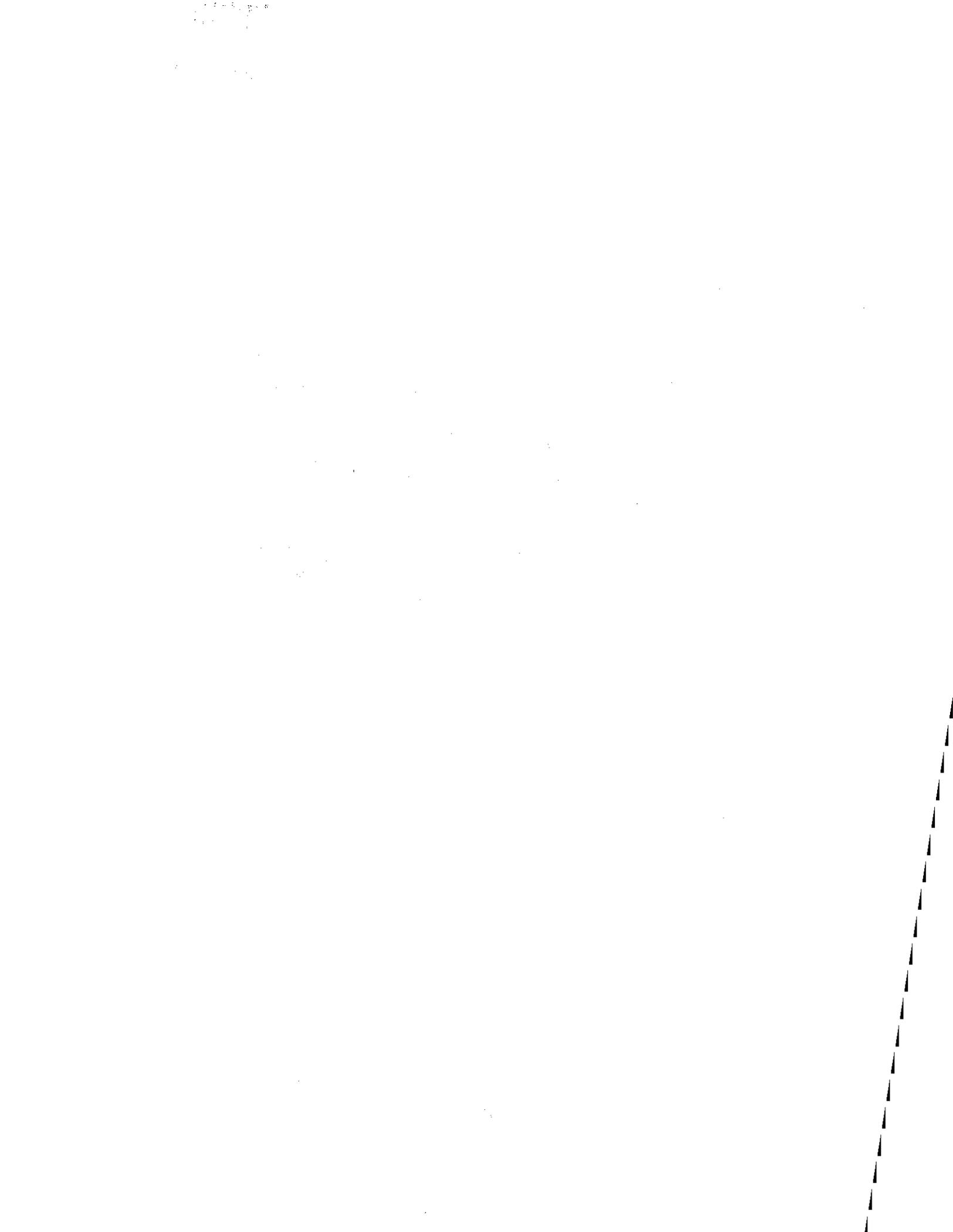
Judy Mays
Assistant to the Secretary of the Faculty

APR 05 1993

Agenda
For the Faculty Meeting of April 5th, 1993

1. Call to Order - 7:30 PM, Thompson Recital Hall, PAC - *Please note the delayed starting time!!!!!!*
2. Approval of Previous Minutes
3. Reports from Coordinating Committees
 - Committee on Academic Policy and Planning (Eugene Schwartz)*
Announcements
 - Committee on Faculty (Marcia McKelligan)*
Announcements
 - Committee on Management of Academic Operations (Jim Rambo)*
 - a. Motion to be voted on: "To reinstate the Computational Mathematics major in the Math & Computer Science department (has the approval of both MAO and CAPP)."
 - b. Motion to be voted on: "To change credit for two courses in HPER:
 HPER 209 Teaching Dance (from 1 to 1/2-1 credit)
 HPER 440 Adapted Physical Education (from 1 to 1/2-1 credit)."
 - c. Announcements - to include three changes of title in HPER and an update on the committee progress on the time bank proposal
 - d. NOTE: The tabled time bank proposal shall REMAIN ON THE TABLE. The current plan is to remove it from the table at the May meeting.
- Scholastic Achievement Committee (Eric Edberg)*
Announcements
4. Reports from other Committees
 - Faculty Development Committee (Kathi Jagger)*
Announcements
 - Committee on Administration (Gary Lemon)*
Announcements
 - Committee on Faculty Compensation (Wayne Glausser)*
Announcements
 - Faculty Committee on Financial Affairs (Bob Newton)*
Announcements
5. Remarks from the President
6. Old Business
7. New Business
8. Announcements
 - Admissions Update (Dave Murray)*
9. Adjournment

Reminder: Watch for election business taking place in your division.



**THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF April 5, 1993**

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:32 PM in Thompson Recital Hall. Seventy-nine were in attendance.

Provost DiLillo stated that student observers Karen Widell of WGRE and Amanda Southerland from the DePauw wished to attend the meeting. There being no objection, these observers were welcomed by the Provost.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of March 1, 1993, were accepted as circulated.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz mentioned the committee has been discussing issues relating to RAS. CAPP is soliciting nominations for the coming year; the deadline for these is Friday, April 9. A memo was sent to all members of the faculty requesting nominations for RAS. It outlined that CAPP voted to continue the current configuration of RAS, with six non-CAPP members having rotating 3-year terms. The remaining three positions on RAS will be 1-year terms, which will be filled by a minimum of two CAPP members. Thus, CAPP is soliciting nominations of members of all divisions without exclusion of non-tenured faculty. After receiving the nominations CAPP will then complete the RAS membership by appointment from those nominations, so that the final committee will have a minimum of two members from each division. He re-affirmed the criteria RAS used last year in their final report to CAPP in that the central mission of the committee is to preserve the traditional liberal arts curriculum. Departmental programs, curricular needs, and enrollment pressures are also considerations of the sub-committee.

COMMITTEE ON FACULTY (COF)

For COF, Prof. Marcia McKelligan reported that the committee has completed tenure recommendations and has begun work on interim reviews.

MAY 04 1993

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo announced that motion A from the Agenda referring to the Computational Mathematics major has been withdrawn by the Mathematics & Computer Science Department.

Prof. Rambo announced three title changes, all in the HPER department: 209 will now be called "Teaching Dance," 251 changes to "General Principles of Sports Medicine" and "C. Sports Medicine" has been added under 421-422: Independent Projects.

He also presented a Motion to be voted on: "To change credit for two courses in HPER:

HPER 209 Teaching Dance (from 1 to 1/2-1 credit)
HPER 440 Adapted Physical Education (from 1
to 1/2-1 credit)."

Both courses are being changed from full to variable credit, leading to more flexibility in staffing and satisfying teacher certification demands. The motion to approve these changes carried.

He stated that the committee is still working on the time bank issue and is now planning to present it for faculty vote at the May meeting. There has been a change in the guidelines about the distribution of classes throughout the day, with percentages no longer being used. A modified schedule will be sent to each department showing how its classes might be allocated. Prof. Bob Stark stated that the Biology Department requires courses in other departments for its majors and would like to see how these other departments' offerings will fit with theirs. Several other department chairs agreed that was the case for their department. Information on other departments' offerings will be sent to those requesting it.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

For SAC, Prof. Eric Edberg stated that after researching the matter, SAC decided to recommend that DePauw's security officers not be armed. SAC recommends a formal review of this policy every five years.

REPORTS FROM OTHER COMMITTEES

FACULTY DEVELOPMENT COMMITTEE (FDC)

For FDC, Prof. Kathleen Jagger made three announcements: 1) the Fisher Fellow for next year will be Bernie Batto, and she will announce Fisher Time-Out winners next month; 2) only \$2300 is left in the Professional Conference Fund so those who do not use all allotted funds or whose plans have changed should release funds

allotted to them for use by others; and 3) a survey will be taken about activities of the faculty to help the committee prioritize categories for funding.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Gary Lemon reported for COA that the expanded committee is still looking at the issue of stipends for department chairs. A recent survey revealed that 39 faculty were in favor of omitting stipends, 39 in favor of retaining them and 3 were undecided.

COMMITTEE ON FACULTY COMPENSATION (CFC)

For the CFC, Prof. Ellen Parker stated that the committee met on March 10 for seven hours to continue their discussion on the possible components of a compensation policy for faculty. She emphasized that the issue of merit is only one of a number of issues under consideration. Other important components which continue to be discussed include across-the-board raises and equity adjustments. She reported that, unfortunately, it has not always been possible for the full committee to meet because many of the trustees have been able to attend only one or two of the three meetings. Because of this, there has not been an opportunity to measure a consensus of the full committee on the various issues. Among the faculty members on the committee, there is a strong consensus that equity adjustments and across-the-board raises should be instituted before any merit system can be implemented. In addition, the faculty group strongly agrees that the procedures for assessment of merit should be determined by a committee elected by the faculty and approved by the entire faculty.

She stated that two all-day meetings are scheduled in April, at the time of the Board of Trustees' spring meeting. As all committee members should be present at that time, faculty members on the committee hope an agreement can be reached concerning a compensation policy for faculty.

FACULTY COMMITTEE ON FINANCIAL AFFAIRS (FCFA)

Prof. Bob Newton reported that he had hoped the committee could present a response at this meeting to the recently proposed 5-year plans developed by DePauw's vice presidents, but the committee is still working on its response. At this point, FCFA hopes to report to the faculty in May about this issue.

REMARKS FROM THE PRESIDENT

Pres. Bottoms explained to the faculty the evolution of a program that is coming to DePauw. Last fall he read An Aristocracy of Everyone: the Politics of Education and the Future of America by Ben Barber, which talks about the role of liberal arts colleges and the training of citizens in community service. Because these are areas of interest to DePauw, he has issued Mr. Barber an invitation to come to DePauw for a workshop on June 15 through June 17, 1993. Mr. Barber is serving as an adviser to the Clinton administration on setting up programs for community service.

Prof. Bob Calvert indicated that he knows Ben Barber and agreed this is a very exciting book, which advises colleges to be linked with the world outside. He urged everyone to attend the meetings this summer and will be sending out more information, as it is important to have a rough estimate on the number of persons attending.

OLD BUSINESS

Prof. Jack Morrill requested President Bottoms to appoint a committee to study where smoking might be appropriate at DePauw. He mentioned that at Oberlin College, trustees were informed they might be liable due to illness caused by second-hand smoke.

NEW BUSINESS

None.

ANNOUNCEMENTS

Provost DiLillo gave a short report on Admissions since Mr. David Murray could not be present this evening. He stated that applications are up 4%, with most of that increase due to more males applying. The total number of applicants is approaching 2100. Seventy-two have paid deposits for next year, in contrast to 89 for last year.

Quality of applicants is better. This fact will probably lead to stiffer competition to get these students. The response deadline is May 1, but applicants will be accepted after that date.

Pres. Bottoms reminded the faculty that Carl Rowan is speaking Tuesday, April 6, at 7:00 in Meharry Hall.

Prof. Jim Mannon announced that Prof. Nancy Davis had surgery last week but is home now.

ADJOURNMENT

The meeting adjourned at 8:00 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty



Agenda
For the Faculty Meeting of May 3rd, 1993

1. Call to Order - 7:00 PM, Thompson Recital Hall, PAC
2. Approval of Previous Minutes
3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (Eugene Schwartz)
Announcements

Committee on Faculty (Marcia McKelligan)
Announcements

Committee on Management of Academic Operations (Jim Rambo)

- a. Motion to be voted on: "That the following courses be added to the catalog:
PHYS 200, Introductory Astrophysics (1 credit)
MATH 248, Introduction to Fractals (1 credit)
(the fractals course has been taught twice as an experimental course)."
- b. Motion to be voted on: "That the following course be dropped from the catalog:
PHYS 107, Astronomy of the Solar System (1 credit course)."
- c. Announcements - to include (i) one title change in POLS, (ii) a new coaching minor in HPER, (iii) the 1994-95 calendar, (iv) a report about why the time banks proposal will remain on the table until fall semester.

Scholastic Achievement Committee (Eric Edberg)

- a. Motion to be voted on: "That the following be added to the 'Class Absences and Attendance' policy in the Student Handbook:
'Early Departure or Late Return from Breaks: Faculty are expected to hold class on the days immediately before and after breaks. Students will not be excused from class attendance or from taking examinations at their announced time to accommodate travel schedules. It is the responsibility of students and their families to make travel arrangements accordingly.'"
- b. Motion to be voted on: "That the policy in the University Catalog regarding Examinations in Courses be amended to read as follows:

[NOTE: there are no deletions; additions are in all caps]

EXAMINATIONS IN COURSES

Examinations are set by the instructors of courses. However, no hour examinations may be given the last five class days of the semester. IT IS STRONGLY URGED THAT TOPICS AND ASSIGNMENTS FOR PAPERS AND PROJECTS DUE IN THE LAST FIVE DAYS OF CLASS BE PROVIDED WELL IN ADVANCE. There is no institutional policy limiting the number of exams students are expected to take in a day; all tests are to be taken as assigned.

Final Examinations. At the end of the semester, within a period specified in the University calendar, instructors hold such examinations as they deem proper to cover the coursework.

Final examinations are not to be given at any time other than that announced in the official schedule, ALTHOUGH THE LABORATORY PORTION OF FINAL EXAMINATIONS IN SCIENCE COURSES MAY BE GIVEN IN A REGULARLY SCHEDULED LAB PERIOD IN THE LAST WEEK OF CLASSES. INSTRUCTORS MAY ALLOW INDIVIDUAL STUDENTS WITH UNUSUAL

CIRCUMSTANCES (SUCH AS A DEATH OR SERIOUS ILLNESS IN THE FAMILY OR POST-SEASON ATHLETIC EVENTS) TO TAKE AN EXAMINATION AT ANOTHER TIME, BUT MAY NOT OTHERWISE CHANGE THE TIME OF THE EXAMINATION EXCEPT WITH THE PERMISSION OF THE PROVOST. No student may be excused from taking the final examination in any course in which an examination is a requirement for credit in the course.

Normally, a final examination should not exceed three hours."

c. Announcements

4. Reports from other Committees

Faculty Development Committee (Kathi Jagger)
Announcements

Committee on Administration (Gary Lemon)
Announcements

Committee on Faculty Compensation (Committee Representative)
Announcements

Faculty Committee on Financial Affairs (Bob Newton)
Announcements

Affirmative Action Committee (Bob Stark)
Announcements

5. Remarks from the President

6. Old Business

7. New Business

Conferring of Degrees (Ellie Ypma, Louise Hart, Pat Jones)

Adjusting the April Faculty Meeting Date AY 93-94 (Bridget Dibble)

Motion to be voted on: "That the April 1994 Faculty Meeting be moved from Monday April 4th, 1994 to Monday April 11th, 1994 to avoid meeting during spring break."

Election Results (Bridget Dibble)

a. Announcements -to include the results of both the at-large and divisional elections

b. Motion to be voted on: "That the divisional elections be confirmed by the faculty."

8. Announcements

Admissions Update (Dave Murray)

9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY
MINUTES OF THE MEETING OF MAY 3, 1993

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Leonard DiLillo, Provost, at 7:02 PM in Thompson Recital Hall. Ninety-two were in attendance.

APPROVAL OF PREVIOUS MINUTES

The minutes for the faculty meeting of April 5, 1993, were accepted with the following corrections:

On page 1, CAPP report, the last two sentences should read, "CAPP has reaffirmed the criteria which RAS used last year in its evaluation of departmental requests and which were stated in its report to CAPP in August 1993. RAS considered as a source of criteria the Statement of Principles which was reported to the faculty in January 1992 by the Faculty Committee on Financial Affairs (FCFA). These criteria, in particular, included: the central mission of the university, departmental programs and curricular needs, and enrollment pressures."

On page 9, fourth paragraph, the next-to-last sentence should read, "The cumulative reductions including this year will be over \$1 million."

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

For CAPP, Prof. Gene Schwartz reported that RAS members for 1993-94 were appointed from the pool of nominations received. They are: continuing members Kathi Jagger (Div 3) and Paul Watt (Div 2); CAPP members Karin Ahlm (Div 3) and Bob Weiss (Div 1); new members John Schlotterbeck (Div 4), Rick Smock (Div 3), Robert Kingsley (Div 1), Art Evans (Div 2) and Eva Weisz (Div 4). [The last three will serve one-year terms.]

Prof. Schwartz reminded the faculty that CAPP had been asked to explore the feasibility and ramifications of requiring all six groups of graduation requirements to be fulfilled by CLA students. Such discussions have just begun and will continue next fall.

Prof. Schwartz further announced that Profs. Catherine Fruhan, Nafhat Nasr and Martha Rainbolt have retired from CAPP. He thanked them for their efforts.

COMMITTEE ON FACULTY (COF)

Prof. Nick Steele reported for COF that the committee is nearly finished with interim decisions. He presented the list of professors up for interim and tenure review in 1993-94. They are as follows:

Tenure

Karin Ahlm
Yung-chen Chiang
Tom Chiarella
Bridget Dibble
Eric Edberg
Carla Edwards
Mary English
Mary Kertzman
Nachimuthu Manickam
David Newman
Pamela Propsom
Sheryl Tremblay

Interim

Masha Belyavski-Frank
Marty Gill
Maria Luque-Eckrich
Philip Powlick
Eva Weisz

The Committee on Faculty invites written comments on any of these candidates. The deadline is September 3, 1993, and, as always, the open file policy will apply.

Provost DiLillo commented that tenure recommendations are not ready to be announced because all have not been forwarded to the President, so COF is not quite done with this year's tenure deliberations, contrary to what was reported at the last meeting.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Prof. Jim Rambo presented the following MOTION to be voted on:

"That the following courses be added to the catalog:
PHYS 200, Introductory Astrophysics (1 credit),
MATH 248, Introduction to Fractals (1 credit) "

The physics course will be an astronomy course for science majors. The fractals course has already been taught twice as an experimental course. The motion was passed.

He also presented the following MOTION to be voted on:

"That the following course be dropped from the catalog:
PHYS 107, Astronomy of the Solar System (1 credit) "

The motion was passed.

Prof Rambo announced that MAO had approved a new minor in coaching in the HPER department. The minor at present is an endorsement for education majors only; the new minor is available to all students. He also announced title changes for two Political Science courses--POLS 351 will be called Government and Politics of Russian and the CIS, and POLS 346 will be Marxism and Socialist Thought.

The 1994-95 calendar was presented. The time for Spring Break has not yet been established, and the hope is that it will be compatible with the Greencastle school system. Yes, Fall Break appears to be quite early, because classes begin early (August 25). Final grades are due December 21, which gives faculty the same amount of time after finals they usually have to submit grades. The committee wishes to point out that final papers can be due the last week of the semester, instead of during final exams, which would help relieve grading pressure at the end of the semester. Several professors mentioned that they disliked the semester beginning so early. Prof. Kitty Steele asked Registrar Ellie Ypma for her rationale on having grades in before Christmas. She replied that the Scholastic Standing Committee meets early in January in order to notify ineligible students before off-campus and Winter Term programs begin. Also, it is very hard to collect grades from faculty who are off in January. Other faculty expressed their concerns about the pressure to rush their grading.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Eric Edberg presented the following MOTION to be voted on:
"That the following be added to the 'Class Absences and Attendance' policy in the Student Handbook:

'Early Departure or Late Return from Breaks: Faculty are expected to hold class on the days immediately before and after breaks. Students will not be excused from class attendance or from taking examinations at their announced time to accommodate travel schedules. It is the responsibility of students and their families to make travel arrangements accordingly.'"

This gives professors an official policy to fall back on. Prof. Bob Calvert asked if it were possible to somehow convey this policy to parents. Dean Joan Claar stated this will be included in the summer newsletter to parents. Prof. Lucinda DeWitt asked about housing for late-leaving students. The administration hopes that having this as official university policy would put some pressure on early-closing houses. The motion carried.

Next Prof. Edberg presented the following MOTION to be voted on:

"That the policy in the University Catalog regarding Examinations in Courses be amended to read as follows:
[NOTE: there are no deletions; additions are in caps]

'EXAMINATIONS IN COURSES

Examinations are set by the instructors of courses. However, no hour examinations may be given the last five class days of the semester. IT IS STRONGLY URGED THAT TOPICS AND ASSIGNMENTS FOR PAPERS AND PROJECTS DUE IN THE LAST FIVE DAYS OF CLASS BE PROVIDED WELL IN ADVANCE. There is no institutional policy limiting the number of exams students are expected to take in a day; all tests are to be taken as assigned.

Final Examinations. At the end of the semester, within a period specified in the University calendar, instructors hold such examinations as they deem proper to cover the course work.

Final examinations are not to be given at any time other than that announced in the official schedule, ALTHOUGH THE LABORATORY PORTION OF FINAL EXAMINATIONS IN SCIENCE COURSES MAY BE GIVEN IN A REGULARLY SCHEDULED LAB PERIOD IN THE LAST WEEK OF CLASSES. INSTRUCTORS MAY ALLOW INDIVIDUAL STUDENTS WITH UNUSUAL CIRCUMSTANCES (SUCH AS A DEATH OR SERIOUS ILLNESS IN THE FAMILY OR POST-SEASON ATHLETIC EVENTS) TO TAKE AN EXAMINATION AT ANOTHER TIME, BUT MAY NOT OTHERWISE CHANGE THE TIME OF THE EXAMINATION EXCEPT WITH THE PERMISSION OF THE PROVOST. No student may be excused from taking the final examination in any course in which an examination is a requirement for credit in the course. Normally, a final examination should not exceed three hours."

He noted that the lab exam policy now officially in writing follows current practice. He also urged that faculty use discretion in allowing changes of the times of final exams. Change shouldn't be an option. Classes should not vote on the timing of final exams. The motion carried.

Prof. Edberg announced that SAC is studying revising policies regarding academic integrity, especially in classroom cheating on tests. A sub-committee of Profs. Ken Kirkpatrick and Jackie Gardner will also investigate instituting an honor code at DePauw.

He read a response from Panhellenic and the Inter-Fraternity Council, in response to the faculty's letter regarding evening activities following Rush Week. The letter dealt mostly with changes in sorority activities and how they will accommodate students' abilities to focus on academics. Some faculty laughed because at first glance many of the changes seemed minor or frivolous. Prof. Jagger urged the faculty to consider their response, noting that obviously sororities have taken our letter seriously, so we should take their response seriously as well.

REPORTS FROM OTHER COMMITTEES**FACULTY DEVELOPMENT COMMITTEE (FDC)**

Prof. Jagger announced that the final deadline for Research and Prof. Development projects through August is Friday, May 7, 1993.

COMMITTEE ON ADMINISTRATION (COA)

Prof. Gary Lemon reported for COA on issues the committee has been studying. 1) Compensation for chairs--their survey showed 41 professors wished to omit compensation, 46 to retain it and 3 abstained. The committee, with the 3 additional members, recommended unanimously to the administration that the present compensation policy be continued. 2) Health insurance--several minor changes will take place which include reductions in premium for plans B and C. 3) Compensation/raises for next year--the pool is not yet fixed, but a model employed sometimes in the past will be used. All will receive the same flat dollar raise with various groups receiving an additional percentage increase.

Prof. Ralph Gray asked about a possible "cafeteria plan" of choice on benefits. That was not discussed this year and may lead to problems with the IRS.

COMMITTEE ON FINANCIAL COMPENSATION (CFC)

Prof. Kit Price explained that the Committee on Faculty Compensation (CFC) met for 10 hours with members of the Board of Trustees on Thursday and Saturday, April 22 and 24, and have completed an initial draft for a model for faculty compensation. The recommendations are not yet final, and have not yet been reviewed by VP for Finance Marty Catanese.

She then listed three recommendations regarding financial compensation for faculty that are likely to be included in their recommendations to the Board. She emphasized that these recommendations were not yet final.

- 1) Increases in faculty compensation should be accomplished in the following order:
 - a) First, correct inequities as they affect individual faculty members.
 - b) Second, adjust average faculty salaries to be in the top quintile (#1 ranking) of AAUP salaries for IIB schools (private, 4-yr colleges). This means that initially there will have to be greater dollar boosts for Assistant Professor salaries than for Associate and Full

Professor ranks. The committee recommends that this be accomplished by the 1994-95 academic year.

- c) Third, adjust faculty compensation over the next five years so that the average for each professorial rank falls within the upper half of the compensation levels for GLCA faculty.
- 2) A committee composed of administrators and elected faculty members should be convened to design a periodic review process for all tenured faculty members. The process should be fair, efficient, objective, and simple to administer. The proposed process will be submitted to the faculty for review and for recommendation by the faculty to the Board of Trustees.

The CFC spent a substantial amount of time discussing whether and how such a review should be connected to salary. At this point the CFC will recommend some such connection. Specifically, CFC is giving strong consideration to a model in which most faculty would get a standard raise (with rare exceptions for clearly substandard performance). Additionally, merit pay related to commendable and superior performance is likely to be recommended. If this system is to be implemented, it will be done only after the evaluation system has been carefully put into place and tested. A merit component to compensation would not supplant the standard salary "pool".

- 3) Institutional funding levels for the Faculty Development program should be restored during 1993-94 to the level of funding prior to this year's budget cuts.

There are numerous and important issues of compensation for Part-Time faculty members and for others who are outside the tenure-track system. These issues will be considered in later summer and fall CFC meetings.

Prof. Bob Newton asked when the recommendation will go to the Board of Trustees. As CFC has one more meeting, it will probably be early to middle summer. Board Chair Baker will decide when the recommendations will be reviewed, and by whom. President Bottoms suggested this will probably be the Executive Committee, in August, with the full board receiving the report in the fall.

Discussion followed. Prof. Price acknowledged that the committee did not discuss specific issues of who should get merit pay. She felt that was not their job, since it is not an elected committee.

She again explained that the board is very much in favor of merit pay, but knows a majority of the faculty is against it so, part 2 of the report is a significant compromise on the part of the Board. She feels the trustees are sincere in wanting to understand the faculty's viewpoint and agrees the system must be

simple to administer. She clarified that the pool for merit pay would be separate from the one for regular raises and might include grants. The Board believes merit pay would increase faculty excellence because their studies indicate it has worked at other schools. Faculty members argued that pay incentive won't encourage and stimulate them to do a better job. Prof. Price noted that if the system is tried and doesn't work, it will be changed.

Prof. Jagger explained that the Board feels pay incentives will reward hard working faculty at DePauw and many will be eligible. Board members in business do not feel across-the-board raises are a good business practice and want a system of evaluation related to pay increases. They feel the present system rewards mediocrity.

This will not be a one-time reward, but will be built into one's salary base. Prof. Meryl Altman thought the Board's timing was poor. She felt dealing with pay inequities and discrepancies with other GLCA schools should be done first, before merit raises are discussed further.

An evaluation system is needed to grant merit pay incentives and trustees want the faculty to be behind the chosen system. Prof. Price stated that inequities in pay will be corrected this year. Prof. Altman stated that the order in which things are done leads to a big difference in results. Prof. Price rejoined that it will merely be statistical averages that are changed.

Prof. Edberg thinks that 1995-96 is the first year that merit pay could possibly be in effect, but guidelines will need to be developed by that time.

Prof. Lemon questioned the Board's new goal of remuneration vis-a-vis the GLCA. Prof. Price confirmed that the goal is now to be in the top one-half of the GLCA, not the top one-third, as was originally proposed some years ago. Being in the top half is a realistic goal and can be implemented in the next five years. Tuition, expenditures per student and endowment, as well as salary, must be realistically considered in setting these types of goals.

Faculty members of the CFC pointed out that the Board of Trustee members of the CFC were embarrassed to learn that some of their secretaries make more than our professors. The committee reiterated the point that the Board comes from a world where merit pay is a part of the culture.

Prof. Gray pointed out that one of the things learned about merit pay from Prof. Jim Polito's research summarized in a paper which the committee received is the difference between morale and incentive. Merit pay is not an incentive to faculty; it does however, affect morale.

Prof. David Herrold asked what proportion of the faculty might be meritorious, as opposed to the "star" system, where only 4-5 faculty might receive merit pay. The proposal assumes that almost everyone receives a standard raise. The committee decided on a two-tier system of reward. From 90-95% of the faculty might receive a reward at the first level, with 5-25% at the second level.

Prof. Price reiterated that nothing specific has been agreed upon. The only agreement has been that there will not be only a small number rewarded.

Prof. Ernie Henninger pointed out that professors are professionals, not employees. Prof. Price felt the faculty committee members made that point. Prof. Jack Morrill addressed the equity question. He participated in the design of the first equity adjustment system, in 1977, and stated that there was no difference in pay between male/female faculty, but there were great differences in pay between disciplines and these should be addressed. Provost DiLillo stated that he felt present entry level salaries are not unfair and that DePauw has to start somewhere in improving pay.

Various faculty again expressed their concern about the way merit pay might be granted and raised questions about variables needing to be studied.

Prof. Altman thanked the committee members for doing an unpleasant task and seeming to represent faculty viewpoints accurately. She also pointed out faculty would rather go with the known system than the unknown and knew some had had unpleasant experiences with merit pay at other institutions.

Prof. Price stated that cost/benefit issues are important to all committee members. Prof. Mark Kannowski asked how the board would reconcile merit pay being added to the base salary, which might increase inequities. Merit dollars may be variously available year to year. Prof. Price reiterated that the committee has not yet dealt with all the problems the faculty had brought up. Prof. Fred Silander and VP of Finance Catanese are advising on the mathematics of equity raises. Prof. Roger Gustavsson wished to have Prof. Morrill included in this group.

FACULTY COMMITTEE ON FINANCIAL AFFAIRS (FCFA)

Prof. Bob Newton reported that FCFA has handled two major matters of business this year. The first was updating the faculty census which started last year. FCFA is revising the faculty positions and FTE list by departments. This project is nearly completed. There will be a census for both AY 92-93 and AY 93-94. Accurate student-faculty ratios can be calculated as well as changes monitored in positions and total FTE's. The committee urges faculty to examine the census for either year. Contact Bob Newton, Chair,

Ellen Parker, Census Monitor AY 92-93, or Steve Raines, Census Monitor AY 93-94.

The second matter was the committee's response to the DePauw University Strategic Plan 1992-93 to 1996-97. In early February, the Committee received plans from the Vice Presidents (David Murray for Admissions, Marty Catanese for Finance, Barbara Smith for Development, Joan Claar for Student Affairs, and Len DiLillo for Academic Affairs). Also included was an introduction and a report on Financial Aid by outside consultant George Dehne. Through many meetings, FCFA and the President discussed various aspects of the draft for the Strategic Plan. The Committee formulated a written response to this original plan which commended the administrative initiative of planning for more than one year at a time and expressed concerns or doubts about some specific items in the Plan.

After the Executive Committee meeting on March 3, the President told FCFA the Plan would go to the Board meeting in April not in its current form but in a shorter summary prepared by him, which contained modifications and important changes in details and the tone of the report. The projections in the document were to be interpreted not as goals but as a fall-back position. New goals for admissions and financial aid became part of the revised document going to the trustees. The Committee felt that their original response to the draft version might not be relevant or appropriate. They discussed with Pres. Bottoms their concerns and came to mutual understanding about them. But they have not received or had opportunity to respond to the executive summary or to the newly established goals of the Plan as it went to the Trustees.

At the final meeting with the President, the committee understood him to intend an open meeting with all faculty and staff at which he would present the revised Plan, with the opportunity for further discussion of it by faculty members at a regular or special meeting of the faculty.

AFFIRMATIVE ACTION COMMITTEE

Prof. Bob Stark announced that the Affirmative Action committee has been reconstituted. Members are: Bob Stark and Lorna Griffith (faculty); Len DiLillo, Alan Hill (administrative staff); and Lois Cheatham, Peg Lemley and Tony Robertson (hourly staff); as well as student Jason Small. The committee is presently discussing ways of implementing present policy (found on page 58 of the Faculty Handbook) and checking on its effectiveness, not making new policy. Plans for actively seeking women and minority candidates should be approved by this committee before a job search begins. At the end of the search, a report is to be submitted to the Affirmative Action committee.

In his report, Prof. Stark also noted that the committee welcomed comments, thoughts and ideas. The Affirmative Action Committee plans to train search committee members about appropriate comments and questions to candidates. The committee is also interested in thoughts about retention of faculty.

COMMUNICATIONS FROM THE PRESIDENT

Pres. Bottoms reported on the recent Board of Trustees meeting. He stated that the first two actions of the board had already been reported in the DePauw, namely the issues of eliminating ROTC and arming the DePauw security force. The Board decided to delay taking action on the faculty recommendation on ROTC until a subsequent meeting. Also, the Board decided not to arm the security force at this time, but will regularly re-evaluate the issue. Two new trustees--Jim Stewart of New York City and Rhett Butler of Chicago--were elected to the board. Long-range plans were presented to the board in the afternoon session, when Profs. Lemon and Newton were present. Admissions goals have been added to the original five-year plan.

The open meeting with the faculty on the salary pool and long-range plans has been put off due to the illness of VP Catanese and the fact that the salary pool has just been increased somewhat. An open meeting is tentatively planned for May 13 about the presentation to the board and on salaries for 1993-94.

Prof. Morrill commented on smoking on campus and addressed the issue of possible university liability for allowing it. Pres. Bottoms stated that a committee will be appointed to study the issue. This committee will consist of one person each from Residence Halls, Food Service, Clerical Workers, Physical Plant, contract staff, one faculty member, one administrator, and one member of COA. Prof. Rainbolt suggested a student should serve on the committee. Prof. Hart suggested that the bookstore should quit selling cigarettes. It was recommended that the University physician be a consultant to the committee. The question of whether smokers will be represented on the committee was answered with, "I don't know, it depends on which representatives in the above categories are chosen."

Pres. Bottoms then made several announcements. 1) The Faculty Recognition Dinner will be May 14, with a reception at the President's home beforehand. 2) A special senior convocation is planned the Friday before commencement. He hopes faculty will support the hard work of many seniors. Prof. John Dittmer will speak at the event, planned mainly for seniors and their parents. 3) Vernon Jordon was the students' choice for graduation speaker. There will be a reception for him Friday at the President's House and a dinner at the Union Building Friday evening.

OLD BUSINESS

None.

NEW BUSINESS

Registrar Ellie Ypma moved:

"That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the Bachelor of Arts Degree, to be awarded in May of 1993."

Prof. Louise Hart moved:

"That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the Bachelor of Science in Nursing Degree, to be awarded in May of 1993."

Prof. Pat Jones moved:

"That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the Bachelor of Music Degree, to be awarded in May of 1993."

All three motions were seconded and passed.

Secretary of the Faculty Bridget Dibble moved that the April 1994 Faculty meeting be moved, due to Spring Break. The motion passed, but not unanimously.

She also presented the following election results and moved that faculty accept the divisional committee results. The motion was seconded and passed.

Committee	Division	Term End	Term Length	Elected Member
CAPP	1	96	3 years	Eric Edberg
	2	96	3 years	Art Evans
	4	94 (Spr)	1 semester	Barbara Whitehead
COF	2	96	3 years	Cynthia Cornell
	3	96	3 years	Bob Stark
	4	94 (Spr)	1 semester	Dan Wachter
	At-Large	96	3 years	Gary Lemon
	At-Large	94 (Spr)	1 semester	Mac Dixon-Fyle
MAO	1	96	3 years	Carla Edwards
	2	96	3 years	Françoise Coulont-Hen.
	At-Large	95	2 year	VACANCY
Scholast.	1	96	3 years	Steve Timm
Achieve.	2	96	3 years	Maria Luque-Eckrich
	4	94	1 year	Marty Gill

Athletic Board	2 3	96 96	3 years 3 years	Noah Lemos Woody Dudley
Faculty Develop.	3 4	96 96	3 years 3 years	Mary Kertzman Eva Weisz
Continuing Education Committee	1 4	95 96	2 years 3 years	VACANCY Marty Gill
Internat'l Educ.	1 At-Large At-Large At-Large	96 96 94 (Spr) 95	3 years 3 years 1 semester 2 years	Claude Cymerman Tom Chiarella Ed Ypma Nachimuthu Manickam
Public Occasions (4 yr tm)	2 4 At-large	97 96 97	4 years 3 years 4 years	Barbara Bean Lucinda DeWitt Dan Shannon
Schol. Standing	2 (which means serving on the	96	3 years	Jim Rambo Petitions Committee)
Teacher Education	3 4	96 96	3 years 3 years	Janet Teeguarden Eva Weisz
Committee on Administration	1	96	3 years	Kathy Davis
Board of Control/ Student Publications (2 year term)	At-large At-large	95 95	2 years 2 years	Barbara Bean Sheryl Tremblay
Joint Comm. on Honorary Degrees	At-large At-large At-large	96 93 (Fall) 94 (Spr)	3 years 1 semester 1 semester	Ned MacPhail Marsha Roberts Marsha Roberts
Women's Studies Committee	At-Large At-Large	96 94	3 years 1 year	Catherine Fruhan David Newman
Chapl.s' Advisory	2	96	3 years	Jim Rambo
Faculty Committee -Financial Affairs	1 3 4 P/T	93 (Fall) 96 96 96	1 semester 3 years 3 years 3 years	Randy Salman Chet Fornari Ralph Raymond Kitty Steele

Faculty Minutes 5/3/93 (cont.)

Page 13

GLCA At-Large	96	3 years	Ken Kirkpatrick
Rep. At-large	94	1 year	Dan Shannon

Secretary of Faculty At-Large	96	3 years	VACANCY
----------------------------------	----	---------	---------

				ALTERNATES	
Review	1	1/95	1 year	Larry Sutton	Stan Irwin
(COF)	1	1/95	1 year	Page Cotton	Catherine Fruhan
	2	1/95	1 year	Paul Watt	Masha Bel.-Frank
	2	1/95	1 year	Marthe Chandler	Françoise Co.-Hen
	3	1/95	1 year	Chet Fornari	VACANCY
	3	1/95	1 year	Steve Raines	VACANCY
	4	1/95	1 year	David Newman	Mac Dixon-Fyle
	4	1/95	1 year	Ralph Raymond	Ned MacPhail

The term is one year - 2/1/94 through 1/31/95.

Review	2	1/93-94	1 semester	VACANCY
(COF)	3	1/93-94	1 semester	VACANCY
(Fall 93 ONLY)				

Divisional Officers

Div	Chairman	Secretary	Third Member
1	Larry Sutton	Wes Wilson	Ed Meyer
2	Dan Shannon	Jim Rambo	Meryl Altman
3	Lucinda DeWitt	Richard Smock	Woody Dudley
4	Barbara Whitehead	Eric Silverman	Yung-Chen Chiang

Prof. Steve Raines presented the following motion for the faculty's consideration:

"That those faculty appointed to and currently serving on the Ad Hoc Committee on Compensation Issues be informed by this motion of the following wish of the Faculty: That they (the faculty members of the committee) proceed to address the specifics for implementing the recommendations and motions emerging from their committee as natural and reasonable continuations of the work they have already willingly undertaken on the Faculty's behalf."

Prof. Jim Mannon seconded the motion. Prof. Raines then spoke to the motion. He began by remarking that the faculty's long-standing opposition and resistance to merit pay schemes seemed to be coming to a lamentable end. He offered a summary of the events of the Fall '92 and Spring '93 semesters that noted (a) the initial invitation by the administration for Committee on Administration involvement in assessing faculty opinions about merit, (b) the subsequent appointment by the administration of faculty representatives to the Committee on Faculty Compensation and (c) the meetings of faculty members of the latter committee with various faculty constituencies.

Prof. Raines expressed concern that the faculty members on the Committee on Compensation Issues seemed to be responding favorably to a plan that was incompatible with prevailing faculty sentiment. He then argued that it made good sense for those who were willing (as unelected representatives of the faculty) to develop and endorse the broad conceptual framework of a merit pay plan to continue work (now as the endorsed representatives of the faculty) on the plan's detail and implementation.

Prof. Jagger stated that nothing has been decided in a finalized form. The committee has not affirmed, only informed, on ideas.

Prof. Cavanaugh moved the motion be tabled until fall and Prof. Rainbolt seconded it. The motion passed 29-23.

ANNOUNCEMENTS

Mr. Dave Murray made a brief announcement regarding admissions. He stated that paid deposits are down 10 students compared to last year (325 students). Financial aid offerings have been sent out late this year, with some just going out. He still hopes for a first year class close in size to this last year's. Eight of the 12 GLCA schools are behind last year, some significantly, and none are ahead.

Prof. Ralph Gray asked for a revenue comparison to last year, but Mr. Murray feels such a comparison is not possible due to differences in financial aid and need.

Prof. Hart announced that May 6-12 is Nurses' Week. Junior nursing faculty will be leaving at the end of the school year, so a reception is being held on May 13 in Wilde Hall, Indianapolis. She asked for faculty to notify Gov. Bayh of support for SB 1564.

Dean John White reported on Winter Term '94. He asked that 12 faculty shift their Winter Term obligation to 1995 to better balance the pool of faculty and admitted that if professors delay their obligation they will probably participate in the Core.

He announced that Prof. Karin Ahlm will be the Core Director for 1994. Core themes will basically remain the same as this year with some adjustments to be made to the syllabus and readings over the summer.

Prof. Calvert commented on the seminar with Mr. Ben Barber. About 30 professors seem interested in attending this early summer seminar. He urged part-time instructors to attend.

Prof. Rambo again referred to the time bank issue. MAO wishes to explore further the scheduling of time banks before taking the matter off the table. He continues to believe the proposal has

many advantages. He also reported that Prof. Carla Edwards will be Chair of MAO next year.

Prof. Kannowski clarified his commencement letter. Part-time faculty and professors without rank are welcome to march at commencement, but are not required to do so.

Prof. Newton reported on an AAUP social at the Cavanaughs. Prof. David Newman announced a sociology speaker, Jody O'Brien, Friday in East College. Prof. Henninger mentioned the Awards Convocation Friday at 11:00. Prof. Orcenith Smith will be the speaker. Prof. Raines mentioned that Friday is also "Denim Day" and urged faculty supporting gay rights to wear denim to show their support.

ADJOURNMENT

The meeting adjourned at 9:10 P.M.

Respectfully Submitted

Bridget Dibble
Secretary of the Faculty

Judy Mays
Assistant to the Secretary of the Faculty

FACULTY COMMITTEES 1993-1994

Coordinating Committees

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term	
Academic Policy & Planning (CAPP)	1	Eric Edberg	96	Bob Weiss*	94	
	2	Art Evans	96	Eugene Schwartz	94	
	3	Karin Ahlm	95	N/A		
	4	Bruce Stinebrickner (Barbara Whitehead - SPR 94)	94	N/A		
other voting members: Bob Bottoms (President of the University), Len DiLillo (Provost), two students						
non-voting members: Patricia Jones (Director of the School of Music), Louise Hart (Director of the School of Nursing)						
Faculty (COF)	1	David Ott	95	Gary Lemon	96	
	2	Cynthia Cornell	96	Judy Raybern	95	
	3	Bob Stark	96	Nick Steele (Mac Dixon-Fyle - SPR 94)	95	
	4	Bill Field (Dan Wachter - SPR 94)	94	Marcia McKelligan*	94	
					Vic DeCarlo	94
non-voting member: Len DiLillo (Provost)						
Management of Academic Operations (MAO)	1	Carla Edwards*	96	VACANCY	95	
	2	Francoise Coulont-Henderson	96	Paul Watt	94	
	3	Nachimuthu Manickam	95	N/A		
	4	Marcelle McVorrn	94	N/A		
other voting members: Bob Bottoms (President of of University), John White (Provost Representative), two students						
non-voting members: Ellie Ypma (Registrar), Patricia Jones (Director of the School of Music), Louise Hart (Director of the School of Nursing)						
Scholastic	1	Steve Timm	96	Ken Kirkpatrick (Vergenne Miller - Spr 94)	95	
Achievement (SAC)	2	Maria Luque-Eckrich	96	Pam Propsom*	94	
	3	Dave Berque	95	N/A		
	4	Marty Gill	94	N/A		
other voting members: Bob Bottoms (President of the University), John White (Provost representative), Joan Claar (Dean of Students), two students						
non-voting members: Patricia Jones (Director of the School of Music), Louise Hart (Director of the School of Nursing), Director of the OIR Representative, Associate Dean(s) of Students, President of Student Body, one other student (designated by Academic Council)						

*Chairperson

Executive Committees

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term
Athletic Board	1	Steve Timm	95	Steve Raines	95
	2	Noah Lemos	96	Pat Jones	94
	3	Woody Dudley	96	N/A	
	4	David Newman	94	N/A	

other voting members: Len DiLillo (Provost), two students (one who has participated in intercollegiate athletics)

non-voting members: Ted Katula (Director of Athletics), Director of Alumni Relations, One Alumnus/Alumna, Coach of a men's athletic team, Coach of a women's athletic team

Faculty Development	1	Kathy Davis	94	Cleve Johnson	95
	2	Andrea Sununu	95	Bryan Hanson*	94
	3	Mary Kertzman	96	N/A	
	4	Eva Weisz	96	N/A	

voting member: John White (Provost representative)

non-voting members: Larry Sutton (Coordinator for Faculty Development)

Continuing Education Committee	1	Pei Ling Wu	95	N/A	
	2	Dan Shannon	94	N/A	
	3	Paul Kissinger	94	N/A	
	4	Marty Gill	96	N/A	

other voting members: Judy Raybern (Chair of the Education Dept), Len DiLillo (Provost)

non-voting members: Ellie Ypma (Registrar), Public Occasions Committee Chair, Relevant Dept Chairs & School Directors

International Education	1	Claude Cymerman	96	Maria Luque-Eckrich	95
	2	William Harman	94	Bruce Stinebrickner (Ed Ypma - SPR 94)	94
	3	Ellen Parker	94	Nachimuthu Manickam	95
	4	Darrell LaLone	95	Tom Chiarella	96

other voting members: Bob Bottoms (President of the University), Len DiLillo (Provost), Amir Rafat (Director of International Education), three students (including one international student and one student who has studied abroad)

non-voting members: Ellie Ypma (Registrar), Dave Murray (Director of Admissions), Faculty Liaison for GLCA

Public Occasions (four year terms)	1	Claude Cymerman	96	Cleve Johnson	94
	2	Barbara Bean	97	Dan Shannon	97
	3	Lucinda DeWitt	97	N/A	
	4	Barbara Whitehead	96	N/A	

other voting members: Keith Nightenhelser (Coordinator of Convocations), John White (Provost representative)

nonvoting member: Director of Alumni and Public Relations

*Chairperson

Executive Committees (con't)

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term
Scholastic Standing	1	Wes Wilson	94	N/A	
	2	Jim Rambo	96	N/A	
	3	Woody Dudley	95	N/A	
	4	Phil Powlick	95	N/A	

other voting members: Provost representative, Joan Claar (Dean of Students), Patricia Jones (Director of the School of Music), Louise Hart (Director of the School of Nursing), Ellie Ypma (Registrar)

non-voting members: Associate Dean(s) of Students, Alan Hill (Director of Financial Aid), Director of the OIR representative, Jim Jagger (University Physician)

others in attendance: Carol Arner (Director of Counseling), Assistant Director(s) of Residential Life

Teacher Education	1	Lori Holewinski	94	Randy Salman (Kent Menzel - Spr 94)	95
	2	Dan Shannon	95	Al Pankratz	94
	3	Janet Teegarden	96	N/A	
	4	Eva Weisz	96	N/A	

other voting members: Provost (or representative), Judy Raybern (Chair of the Education Department), one other members of the Education Dept (with either a specialty in elementary education or secondary education to balance the specialty of the chair)

others in attendance: Ellie Ypma (Registrar), Tom Cath (Director of Career Planning and Placement)

Petitions (subcommittee of Scholastic Standing)	1	Wes Wilson	94	N/A	
	2	Jim Rambo	96	N/A	
	3	Woody Dudley	95	N/A	
	4	Phil Powlick	95	N/A	

other voting members: Provost (or representative), Joan Claar (Dean of Students), Ellie Ypma (Registrar)

Administrative Committees

Committee on Administration	1	N/A		Kathy Davis	96
	2	N/A		Gary Lemon	95
	3	N/A		Wayne Glausser	94
	4	N/A		N/A	

other voting members: Appointees of the President

*Chairperson

Administrative Committees (con't)

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term
Board of Control of Student Publications (two year terms)	1	N/A		Tom Emery	94
	2	N/A		Tom Chiarella	94
	3	N/A		Barbara Bean	95
	4	N/A		Sheryl Tremblay (Jeff McCall - Fall 93)	95
other voting members: Provost (or representative), Permanent Treasurer (appointed from the faculty by the President), Instructor of Journalism courses, six students (chosen by Academic Council)					
Joint Committee on Honorary Degrees	1	N/A		Ned MacPhail	96
	2	N/A		Mark Kannotski (Marsha Roberts - FALL 93)	95
	3	N/A		Kevin Moore (Marsha Roberts - SPR 94)	94
	4	N/A		N/A	
other voting members: Members of the subcommittee of the Nominations and Trusteeship of the Board of Trustees					
Women's Studies Committee	1	N/A		Marthe Chandler	95
	2	N/A		Catherine Fruhan	96
	3	N/A		David Newman	94
	4	N/A		Kathy Davis	94
other voting members: two students (1 Student Senate, 1 Association of Women Students), Dean of Students (or representative), Director of Libraries (or representative), Four other members (1 part-time faculty, 1 contract staff, 1 non-contract staff, 1 independent scholar)					
Chaplains' Advisory	1	Carla Edwards	95	N/A	
	2	Jim Rambo	96	N/A	
	3	Karin Ahlm	94	N/A	
	4	Marcelle McVorrnan	94	N/A	
other voting members: Designated Administrator, one student (from Chaplains' Living Unit Council)					
non-voting members: Liaison with Indiana Area of UMC, two chaplains, Representative from Area Commission of the Indiana Area of UMC					

*Chairperson

Ad-hoc Committees

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term
Faculty Committee on Financial	1	David Herrold (Randy Salman - FALL 93)	95 95	N/A	
Affairs (FCFA)	2	Kathy Davis Cynthia Cornell	94 95	N/A	
	3	Bob Newton Chet Fornari	96	N/A	
	4	Steve Raines Ralph Gray	94	N/A	
		Ralph Raymond	96		
	PT	Kitty Steele	96	N/A	

other voting members: none

non-voting members: Bob Bottoms (President of the University), Len DiLillo (Provost), Vice-President of Finance

Other University Positions

		Members	Alternates
Review (COF) present-1/31/94	1	Randy Salman Larry Sutton	Stan Irwin Catherine Fruhan
	2	Paul Watt	Marthe Chandler Masha Belyavski-Frank
	3	Steve Raines Nachimuthu Manickam	David Harvey Chet Fornari
	4	John Schlotterbeck Tom Hall	Mac Dixon-Fyle Ralph Raymond
Review (COF) 2/1/94-1/31/95	1	Larry Sutton Page Cotton	Stan Irwin Catherine Fruhan
	2	Paul Watt Marthe Chandler	Masha Belyavski-Frank Francoise Coulont-Henderson
	3	Chet Fornari Steve Raines	Bob Garrett VACANCY
	4	David Newman Ralph Raymond	Mac Dixon-Fyle Ned MacPhail

Committee	Division	Divisional Representative	End of Term	At-Large Representative	End of Term
GLCA Representatives		N/A		Ken Kirkpatrick (Ernie Henninger - SPR 94)	96
		N/A		Tony Catanese (Dan Shannon - AY 93-94)	94
Secretary of the Faculty		N/A		Howard Brooks	96

Divisional Officers (7/1/93 - 6/30/94)

Division	Chairman	Secretary	Third Member of the Nominating Committee
1	Larry Sutton	Wes Wilson	Ed Meyer
2	Dan Shannon	Jim Rambo	Meryl Altman
3	VACANCY	Richard Smock	Woody Dudley
4	Barbara Whitehead	Eric Silverman	Yung-Chen Chiang

Division	Chairman	Secretary	Third Member of the Nominating Committee
1	Larry Sutton	Wes Wilson	Ed Meyer
2	Dan Shannon	Jim Rambo	Meryl Altman
3	VACANCY	Richard Smock	Woody Dudley
4	Barbara Whitehead	Eric Silverman	Yung-Chen Chiang