**Minutes**

**Faculty Assembly, School of Liberal Arts**

**2:00–4:00 p.m. Friday, April 24, 2020 Zoom Meeting**

**Faculty Attendees**: Marta Antón, Jason Aukerman, Andy Baker, Emily Beckman, Rick Bein, Julie Belz, Didier Bertrand, Dennis Bingham, Bill Blomquist, Maria Brann, Herbert Brant, Katherine Brinkmeyer, Marilee Brooks-Gillies, Andy Buchenot, Jennifer Bute, Thorsten Carstensen, Charli Champion-Shaw, Mary Ann Cohen, Matt Condon, Ulla Connor, David Craig, Kevin Cramer, Holly Cusack-McVeigh, Andre De Tienne, Cornelis De Waal, Tijen Demirel-Pegg, Fred DiCamilla, Catherine Dobris, Aaron Dusso, Owen Dwyer, Jonathan Eller, Estela Ene, Erin Engels, Carrie Foote, Steve Fox, Beth Goering, Phil Goff, Nancy Goldfarb, Claudia Grossman, Jennifer Guiliano, Hannah Haas, Ray Haberski, Jane Hartsock, Katharine Head, Ronda Henry Anthony, David Hoegberg , Krista Hoffmann-Longtin, Sue Hyatt, Lynn Jetpace, Sumana Jogi, Samuel Kahn, Kristine Karnick, John Kaufman-McKivigan, Jaesoo Kim, Daniella Kostroun, Karen Kovicik, Roger Kraft, Liz Kryder-Reid, Keiko Kuriyama, Chris Lamb, Pam Laucella, Kathryn Lauten, Sarah Layden, Tim Lyons, Jennifer Mahoney, Enric Mallorqui-Ruscalleda, Tom Marvin, Amira Mashhour, Kate Miller, Leslie Miller, Kenzie Mintus, Anita Morgan, Wendy Morrison, Paul Mullins, Megan Musgrave, Elizabeth Nelson, Nichole Neuman, Obi Nnaemeka, Steve Overbey, John Parrish-Sprowl, Josh Prada, Rob Rebein, Audrey Ricke, Nancy Robertson, Stephanie Rowe, Steve Russell, Ron Sandwina, Carly Schall, Kristy Sheeler, Lois Silverman, Laura Smith, Michael Snodgrass, Brian Steensland, Shana Stump, Vidhura Tennekoon, Joseph Terza, Rosa Tezanos-Pinto, Elizabeth Thill, Jennifer Thorington Springer, Peter Thuesen, John Tilley, Joseph Tucker Edmonds, Thom Upton, Jose Vargas-Vila, Wendy Vogt, Jing Wang, Scott Weeden, Rachel Wheeler, Julie White, Robert White, Kim White-Mills, Cassandra Williams, Jeff Wilson, Jeremy Wilson, Mel Wininger, Zhang Xin, Iker Zulaica Hernandez

**Guest Attendees**: Jeremy Beach, Pam Blevins Hinkle, Julie Carriere, Wanda Colwell, Joseph Davis, Mark Eckel, Connie Ely, Heather Ellison, Liz Goodfellow, Eric Hamilton, Tanner Hammock, Alice Hardy, Kim Heavrin, Matt Hume, Merle Illg, Patricia Jordan, Tiea Julian, Shannon Kelley, Joy Kramer, Meryl Krieger, Beth Lafferty, Thomas Mason, Sherry Minton, Tricia O’Neil, Kristina Riley, Emilio G. Robles, Martha Rujuwa, Lisa Saunders, Mike Scott, Alice Smith, Candy Smith, Lygia Vernon, Sam Walters, Deb Wilkinson, Haixia Zhao

1. David Craig called the meeting to order at 2:00 p.m.
2. The minutes from March 6, 2020, Faculty Assembly meeting were approved as written.
3. President's remarks
   1. David Craig explained procedures for conducting the meeting in Zoom and acknowledged the “collective effervescence” of ritual that is lacking in a Zoom webinar.
   2. David Craig encouraged people to read the beautiful memorial tributes that were distributed with the agenda for Robert Aponte, Erik Lindseth, and Jim Powell. After providing short tributes to each of our lost colleagues, a moment of silence was observed.
   3. David announced that the Committee Preference Survey was distributed via email earlier this week. Faculty are encouraged to complete the survey within the next week and a half, indicating their willingness to serve on SLA committees.
   4. David announced the results of the elections for SLA elected committees and officers:
      * **Faculty Assembly Vice President**: Steve Fox
      * **Executive Committee**: Steven Russell, Chad Carmichael
      * **Enhancement Review Committee**: Jack Kaufman-McKivigan
      * **Promotion & Tenure**: Thorsten Carstensen, Didier Gondola, Elizabeth Kryder-Reid, Brian Steensland, Amira Mashhour
      * **Nominating Committee**: Marilee Brooks-Gillies
      * **IFC Representatives**: David Hoegberg, Jason Kelly, Kim White-Mills.
   5. David announced the recipients of the SLA Outstanding Faculty Awards:

* **Outstanding Associate Faculty Award**: Thomas Mason, History
* **Outstanding Visiting Faculty Award:** Haixia Zhao, World Languages and Culture, Chinese
* **Outstanding Tenure-line Faculty Award:** Jeremy Wilson, Anthropology
  1. David announced the recipients of the SLA Faculty Medal of Distinction:
* Ahmed Abbas, double major in Global & International Studies & Religious Studies with minors in Arabic & Islamic Studies and Political Science
* Kamna Gupta, Medical Humanities major with a minor in Religious Studies

1. Dean's remarks
   1. Interim Dean Rob Rebein thanked all faculty for everything they are doing to keep classes running and sustaining the work of SLA committees during the pandemic.
   2. Rob provided updates on summer enrollments. Our summer enrollments are down 17%, probably because Bloomington and Purdue students who often enroll in our summer classes are taking online classes from their home universities.
   3. Rob discussed the possible scenarios for Fall that were distributed via email earlier this week. Taskforces are working on action plans for all five of these scenarios. Rob acknowledged that these are strange times and it is hard to estimate Fall enrollments. He stated that a “normal” face-to-face Fall semester is highly unlikely because of the need for social distancing. We are probably looking at a hybrid Fall semester and need to think about what that would look like. Rob outlined some possible hybrid scenarios: 1) some courses delivered online and others face-to-face with appropriate social distancing, 2) part of the semester online and part face-to-face, 3) accommodate remote access to face-to-face classes for students who need it. He encouraged all faculty to “plan to pivot” for the Fall. Although we cannot predict or make announcments about the Fall semester yet, Rob encouraged faculty to prepare online and/or hybrid versions of Fall classes. The Chancellor has said that a decision will be announced by June 15.
   4. To help faculty develop online classes, CTL is offering a 2-week summer seminar. SLA is also looking into setting up special training for SLA faculty with CTL and creating a mentorship system that would connect experienced online teachers in the school with faculty requesting mentorship.
   5. Rob explained that the School has been asked to create two budget-reduction plans, one assuming a 5% reduction in next year’s budget and a second preparing for a 10% reduction. The Budget, Resources and Planning Committee will be meeting weekly with the Dean to prepare those plans.
   6. Rob said that he will continue to be as transparent as possible and share information with faculty and staff as he receives it.
   7. Rob announced that he had made decisions on the resolutions regarding adjunct faculty that were endorsed at the March Faculty Assembly meeting; however, because we are now in a different financial situation, he is going to hold off on implementing any of them until we have worked through this crisis. He is going to try to give raises to associate faculty who have received promotion.
   8. Rob announced that he is recommending a $6000 raise for promotion to Senior Lecturer and an $8000 raise for promotion to Teaching Professor. This recommendation is consistent with the recommendations made by the Faculty Affairs Committee.
   9. Rob encouraged us to be as flexible as possible with students during this difficult time.
   10. Rob asked departments that are having virtual end-of-year celebrations of graduates to record them and make them available to be uploaded to a “celebration of graduates” website SLA is creating. Jen Guiliano noted that students will need to sign waivers for SLA to use these video celebrations.
   11. Liz Thill asked about the plan to rollout department websites. Rob announced that the technical challenges have been worked out, and the Political Science website is now live. Once the template is ready, multiple departments will be able to work on their sites simultaneously. SLA has a full time person working on the project, and almost all student workers will be reassigned to work on websites. He encouraged departments to contact Sherry Minton when they are ready to get started on their website.
2. New business
   1. The faculty voted to approve the Graduation List with the proviso that corrections to the list can be submitted to Tiea Julian.
   2. Undergraduate Curriculum and Standards Committee Action Items, presented by Ray Haberski
      1. The Minor in TESOL was passed as proposed.
      2. The Pathways Minor in Storytelling was passed as proposed.
      3. The Revisions to the Undergraduate Certificate in Museum Studies were approved as proposed.
      4. The Revisions to German Programs were approved as proposed.
      5. The Revised Pathway Minor in Liberal Arts Perspectives on Health and Human Culture was brought to the floor. David Craig explained that these revisions were made in response to questions from the campus Undergraduate Affairs Committee. Ray Haberski explained that the name is changed and the minor now allows one course from outside SLA to count as an elective. There was no discussion, and the revised proposal passed as presented.
   3. Estela Ene introduced the revised SLA Diversity & Inclusion Vision Statement. She explained that the committee revised the statement based on feedback received during the March Faculty Assembly and advice from IUPUI’s legal office. Two revisions were made: 1) the long list of categories/populations covered by the statement was replaced with a more general statement, “We are committed to the principles of diversity, inclusion, and equity for all” and 2) a 5th goal was added about periodic assessment of progress towards stated goals. The Statement passed without objection. David Craig thanked the members of the Diversity & Inclusion Committee for their work on this proposal and the members of the Undergraduate Curriculum and Standards Committee for their work on the proposals we had just passed.
   4. David Craig brought the Revised SLA Bylaws proposal to the floor for consideration. He reminded everyone that a draft of the revised bylaws had been distributed ahead of time and invited Herb Brant to introduce the proposal. Herb explained that this document is the result of a 2-year process, and the Ad Hoc Bylaw Revision Committee is asking this body to accept this revised version of the SLA bylaws. Herb noted that notes were left in the draft to provide context but will be removed. He also identified four areas that are being deferred for revision in the future:
      1. current wording related to “replacement of officers,” which is insufficient and needs to be revised,
      2. the description of “regular and special meetings” for Faculty Assembly,
      3. membership of Promotion & Tenure Committee, which will need to be revised in light of the new Teaching Professor rank, and
      4. the section on “committee evaluation letters,” which needs to be revised because current practice violates what is written in the bylaws.

The floor was opened for discussion. There was none, the vote was called, and the Revised SLA Bylaws passed. David Craig thanked this ad hoc committee for their two years of work making this document much more user-friendly.

* 1. Katy Head introduced two action items from the Graduate Curriculum Committee.
     1. The first action item is 3 revisions to the History MA. The revisions were to reduce the hours required for the degree and for some curriculum changes. There was no discussion, the vote was called, and the Revisions to the History MA were approved.
     2. Katy explained that proposal for the History MA Online is a collaborative build IU Online program in which IUPUI will participate. The floor was open for discussion. Herb Brant asked whether the Department of History is totally supportive of the proposal. Katy explained that a Memo of Understanding has already been signed. Zhang Xin and Kevin Cramer both confirmed via Chat that the History Department is supportive. The vote was called, and the History MA Online passed.
     3. David Craig thanked the Graduate Curriculum Committee and the Department of History for their work on these proposals.
  2. Wendy Morrison, from the Ad Hoc Online Education Committee, presented a Proposal to Create a Standing Committee of Online Education. This proposal had received a first read at the March Faculty Assembly. Wendy explained that the revised proposal clarifies the intention behind the committee and its relationship to the Undergraduate Curriculum and Standards Committee and other comittees. She emphasized that the current situation makes the need for this standing committee even more urgent. The floor was opened for discussion. Chat comments confirmed the need for and timeliness of this committee. The vote was called, and the proposal passed. Ray asked if this would require election of committee members. David explained that the committee preference survey already includes space for faculty to indicate preference to serve on this committee.
  3. David thanked the Ad Hoc Online Education Committee and all of the committees who presented proposals today and throughout the year. He commended committees on their magnicent work and thanked everyone for their commitment and effort throughout the year.

1. Interim Dean Rebein thanked David for his leadership and all he has done this year. He noted that the last two years of Faculty Assembly leadership, with Kim White-Mills and David Craig serving as President, have been “absolutely stellar.” Rob then responsed to questions that had been submitted through Q&A.
   1. In response to questions that had been posed about the department websites, Rob applauded Aaron Dusso for the great job he has done with the Political Science website and suggested that everyone check it out as a model. This is the template every department will be using, although the template is customizable so not every site needs to look exactly like this model. He again encouraged departments to contact Sherry Minton about moving forward with their websites.
   2. Steve Fox asked if SLA has any retirements this year. Rob said there were and explained that most of the budget reduction needed for the 5% plan described earlier comes from those retirements. He noted that the second 5% needed for the 10% plan will be the difficult part because we cannot count any future retirements.
   3. Steve Fox asked whether the Dean plans to “resist pressure to furlough or lay off faculty.” Rob said he was planning to, but noted that because SLA owes the campus so much money, we do not have a lot of bargaining power. In addition, he said that if furloughs were to happen, that would be an all-IU decision. He emphasized that nothing will happen in this regard without consultation with IUPUI Faculty Council.
   4. Kenzie Mintus asked whether individual faculty will have the right to make decisions about teaching and working face-to-face based on their own risk issues. Rob reaffirmed the need for flexibility and adaptability. He would support faculty who have concerns about safely moving back to face-to-face teaching if they choose to move their classes online, with the support of their chair. Rob noted that moving some of our Fall courses online now might help us. In addition, he encouraged faculty to consider alternative formats such as 8-week or short, intensive classes for some courses.
   5. Liz Thill asked about accommodations for faculty with children who do not know when child care will be available again. Rob noted that we also don’t know what public schools will be doing in the fall. He reaffirmed the support of the Dean’s office to flexibly deal with situations that arise on a case-by-case basis in consultation with the chair. We need to be as flexible and forward-looking as we can.
   6. Daniella Koustron asked about the university providing office chairs for people working from home. Rob explained that the answer from the campus on that question is no, but reiterated the need for flexibility.
   7. Charli Champion-Shaw asked when we will be able to return to CA to get things out of our offices. Rob said we can arrange to do that by contacting Merle Illg and Joy Kramer (Rob also would like to be copied on those requests). We will need to limit how many people are in the building at the same time, and campus wants to know who is in the building for safety reasons.
   8. Several questions were raised about putting courses online without running into competition with IU Online. Rob explained that policies about online offerings are being relaxed right now. The extra fee for online courses is not being charged for Fall courses, and the requirement that 100% online programs receive approval from the Commission on Higher Education is also waived for now. Rob emphasized that our primary concern is to make sure that the online courses we offer in Fall are high quality.
   9. Kevin Cramer asked if plans are in place for COVID-19 testing and Personal Protective Equipment if we open even partially in the Fall. Rob said that he has not heard any plans on that yet; developing those plans would be part of the taskforce planning related to the 5 Fall semester scenarios. Rob emphasized that we need to decide which questions are most important to SLA and make sure that the taskforces understand SLA concerns. Rob will circulate a template the campus is using to provide faculty an opportunity to share their concerns with the taskforces.
   10. David Craig noted that the comments in Q&A and chat are offering conflicting interpretations of what the relationship is between online course offerings and IU Online requirements during this crisis. He suggested that we seek clarification on that. Rob noted that this is why we need that standing online teaching committee.
   11. Danielle Koustron asked if there was a system for compensating faculty for the work we’ll be doing over the summer to put classes online. Rob said that while he is sensitive to the fact that this will be lots of work for faculty, he can’t make any promises about compensation.
   12. Questions were asked about whether faculty and staff would be able to return or cancel parking permits. As of now, the university is not accepting returns or cancellations of parking permits.
   13. Emilio Robles asked for clarification on Rob’s earlier recommendation about being prepared “to pivot” in the Fall semester. Rob suggested that we should prepare for two scenarios: 1) that some or all of our courses will need to be offered online for part or all of the Fall semester, and 2) that we will need to accommodate students who will need to access the course online even if it meets face-to-face. Rob expressed appreciation to Emilio for the work he has done with developing the emerging theatre program and the creative ways he is moving his acting classes online.
   14. David Craig thanked Rob for taking time to answer questions and for doing such a good job of keeping us informed about what’s happening during this crisis.
2. Announcements
   1. David Craig noted that we were planning to announce and celebrate some awards in the Fall when we hope to be able to meet in person again; however, because questions had been posed in Chat about awards, David announced the following:
      1. Beth Goering received the Chancellor’s Award for Excellence in Teaching
      2. Trustee’s Teaching Awards were given to: Marilee Brooks-Gillies, Kate Miller, Scott Weeden, Tijen Demirel-Pegg, Nancy Goldfarb, and Jing Wang
3. Handing over the gavel
   1. David Craig affirmed the Faculty Assembly for moving so much important committee work forward this year. He acknowledged Kim White-Mills for instituting the practice of having committees identify goals and priorities for the coming year in their annual report, which allowed the committees to start on their work at the start of the semester. David thanked everyone who served on an SLA committee.
   2. David thanked the members of the Executive Committee and introduced the leadership team for next year:
      1. Ray Haberski, President
      2. Steve Fox, Vice-President
      3. Beth Goering, Secretary
   3. David virtually passed the gavel to Ray Haberski, who carried out his first act as Faculty Assembly President, asking for a motion to adjourn.
4. The meeting adjourned at 3:45 p.m.