

Indianapolis Faculty Council (IFC)
Minutes
April 15, 2014 ~ CE 409 ~ 3:00 – 5:00 p.m.

Faculty and Guests Present: Gregory Anderson, Keith Anliker, Rachel Applegate, Simon Atkinson, William Babler (alt: Laura Romito), Sarah Baker, Charles Bantz, Nerissa Bauer, Anne Belcher, Ed Berbari, Jonas Bjork, Jeffrey Crabtree, David Craig, Todd Daniels-Howell, Susan DeMaine, Sheri Eggleton, Nancy Evans, Vance Farrow, Charles Feldhaus, Gail Folaron, Jan Froehlich, Gina Gibau, James Gladden, Charles Goodlett, John Gosney, Paul Halverson, John Hassell, Kathy Johnson, Josette Jones, Daniella Kostroun, Joan Kowolik, Andrew Kusmierczyk, Pam Laucella, Melissa Lavitt, Jane Luzar, Joyce Mac Kinnon, Deanna Malatesta, Tom Marvin, Michael McLeish, Marc Mendonca, Stacy Morrone, Mark Mowery, Nasser Paydar, Mark Pfaff, Becky Porter, William Potter, Lyne Racette, Simon Rhodes, Patrick Rooney, Marcus Schamberger, Michelle Schneider, Ross Silverman, Jodi Smith, Margie Smith-Simmons, Jason Spratt, Deborah Stiffler, Gene Tempel, Rosa Tezanos-Pinto, Kate Thedwall, Chalmer Thompson, Brian Tomlinson, Thomas Upton, Kim Walker, Xianzhong Wang, Rick Ward, John Watson, Jeff Watt, Elizabeth Whipple, James White, Marianne Wocke (alt: Nancy Robertson), Emily Wren, Michael Yard, and Momoko Yoshimoto

Members Absent: Rafat Abonour, Margaret Adamek, Austin Agho, Gabrielle Bersier, William Blomquist, Marion Broome, Catherine Brown, Dwight Burlingame, Nancy Chism, Heather Coates, Philip Cochran, Mary Dankoski, Charles Davis, Mary De Groot, Whitney Dyer, Valerie Eickmeier, Sasha Fedorikhin, Margaret Ferguson, Patrick Fueger, Andy Gavrin, Linda Adele Goodine, Tony Greco, Jay Hess, Eric Horn, Thomas Hurley, Pamela Ironside, Alan Jones, Jason Kelly, Andy Klein, Alan Ladd, Debomoy Lahiri, David Lewis, Mary Maluccio, Steve Mannheimer, Julie Meek, Richard Nass, Mehdi Nassiri, Bethany Neal-Beliveau, Jim Nehf, Matthew Palakal, Kristi Palmer, Megan Palmer, Michael Patchner, Melinda Phillabaum, Dawn Rhodes, Lilliard Richardson, Patricia Rogan, David Russomanno, Lee Stone, Yuichiro Takagi, Marwan Wafa, Kenneth White, John Williams, Jr., L. Jack Windsor, Frank Yang, and Karmen Yoder

Agenda Item I: Welcome and Call to Order

IUPUI Faculty Council Vice President Ed Berbari called the meeting to order at 3:00 p.m.

Agenda Item II: Adoption of the Agenda as the Order of Business for the Day

The Agenda was adopted as the Order of Business for the Day.

Agenda Item III: Approval of the IFC March 4, 2014, Minutes

The minutes of the March 4, 2014, Faculty Council meeting were approved and entered into record.

Agenda Item IV: Updates/Remarks from the Chancellor

Charles R. Bantz, Chancellor

Chancellor Bantz gave the following report:

- The Board of Trustees approved the list of recommended faculty for promotion and tenure. Approximately 100 faculty on this campus were promoted or given tenure.
- Former Secretary of State and Retired General Colin Powell was the last speaker in the Stewart Lecture Series sponsored by IUPUI. He represented the values of the campus very well and emphasized education to community members and success in the face of diversity and success.
- The Spirit of Philanthropy lunch was held last week with many honorees celebrating their philanthropic deeds for the campus.
- The Top 100 Student Ceremony was last week as well. The level of talent and energy was celebrated.

- 11,000 people attended the first Indy Eleven soccer match in Carroll Stadium last Saturday. The time they spend on the campus for the next few years contracted will have a significant good impact on the campus. The stadium was remodeled with suite boxes along New York Street.
- The chancellor reminded the assembly to not feed the geese on the campus.

Agenda Item V: [Information Item] eText Availability

Stacy Morrone, Associate Vice President, Learning Technologies and Dean, IT, IUPUI

John Gosney, Faculty Liaison, Learning Technologies - UITS

<http://etexts.iu.edu>

Morrone and Gosney discussed the information contained in the appended presentation. Why 35%? Students who buy and sell on-line textbooks can get, at most, 35% of the list price of the book. The publishers agreed to the 35% if 100% of the students in a course would be billed for the cost of the book. The publishers who agree to have their eText be part of a course must agree to sell it for 35% of the price. A benefit to using an eText is that everyone has access to the same book on the first day of class. If a book is not available as an eText, you can request one from the publisher. It is best to order eTexts from <http://etexts.iu.edu> rather than Barnes and Noble as the price is better and the rental time is much longer as well. Mark Goodner has been hired as an eText Business Analyst and is happy to help in the ordering process or answer questions. It is possible to highlight in the eText.

Agenda Item VI: [Second Read – VOTE] Election Slates: IFC Executive Committee, University Faculty Council**, Faculty Grievance Advisory Panel**, President of the Faculty*, Vice President of the Faculty*, At-Large Members (Tenure and Non-Tenure-Track)**, and [First Read] Nominating Committee****

Jan Froehlich, Member, Nominating Committee

Froehlich presented the slates in preparation to vote as follows. She announced the elections would take place electronically with the exception of the president and vice president of the faculty. Following the announcement of the elections, balloting was open for president and vice president. The results were to be announced later in the meeting after votes were counted.

Election Slate: Executive Committee

Term: July 1, 2014 – June 30, 2016

Need to Elect: 4

Election can be electronic or paper ballot and must be conducted on or by May 6.

Last Name	First Name	Rank	School	Department Description
Bannatyne	Mark	Ten FT2	E & T	E&T
Boukai	Ben	Ten FT1	Science	Mathematics
Hattab	Eyas	Ten FT1	Medicine	Pathology
Jones	Josette	Ten FT2	Info/Computing	Info/Computing
Palmer	Kristi	Ten LT2	Univ. Library	Univ. Library
Rennels	Ken	Ten FT2	E & T	E & T
Schild	John	Ten FT2	E & T	E & T
Tezanos-Pinto	Rosa	Ten FT2	Liberal Arts	Language
Watt	Jeff	Ten FT2	Science	Mathematics

Election Slate: University Faculty Council

Term: July 1, 2014 – June 30, 2016

Number to Elect: 4

Last Name	First Name	Rank	School	Department Description
Dynlacht	Joseph	Ten FT2	Medicine	Radiation Oncology
Hassell	John	Ten FT1	Business	Business
Jafari	Maymanat	Ten LT2	Univ. Library	University Library
Kowolik	Joan	Ten FT2	Dentistry	DSPE
Liu	Shih-Yao "Sean"	TT FT3	Dentistry	DSOF
Morrison	Wendy	Ten FT2	Liberal Arts	Economics
Motaganahalli	Raghu	TT FT3	Medicine	Surgery
Orme	Bill	Ten LT2	Univ. Library	University Library
Porter	Christopher	Ten FT2	Business	Business
Scheurich	James	Ten FT1	Education	Education
Watt	Jeff	Ten FT2	Science	Mathematics
Woheck	Marianne	Ten FT1	Liberal Arts	History

Election Slate: Faculty Grievance Advisory Panel

Term: February 1, 2014, - January 30, 2016

Need to Elect: 4

Last Name	First Name	Rank	School	Department Description
Bannatyne	Mark	Ten FT2	E&T	Comp. Info & Graphics Tech
Dent	Alexander	Ten FT2	Medicine	Microbiology & Immunology
Dynlacht	Joseph	Ten FT2	Medicine	Radiation Oncology
Humphrey	Richard	Ten LT2	Law	Law Library
Koniaris	Leonidas	Ten FT1	Medicine	Surgery
Murphy	Miriam	Ten LT2	Law	Law Library
Riner	Mary Beth	Ten FT2	Nursing	Environments for Health
Windsor	Jack	TEN FT2	Dentistry	Dentistry

Election Slate: Nominating Committee

Term: July 1, 2014 – June 30, 2016

Need to Elect: 4

Last Name	First Name	Rank	School	Department Description
Hassell	John	TEN 01	Business	Business
Hundley	Stephen	TEN02	Engt	Engt
Jones	Josette	TEN02	Info/Computing	Info/Computing
Marrs	Kathy	TEN02	Science	Biology
Stiffler	Deb	TEN02	Nursing	Nursing
Tezanos-Pinto	Rosa	TEN02	Liberal Arts	Language
Whipple	Beth	NTK LT3	Medicine	Med Library
Windsor	Jack	TEN02	Dentistry	Dentistry

Election Slate: President and Vice President

Term: July 1, 2014 – June 30, 2016

Need to Elect: 1 in each category

President:	Marianne Wokeck	TEN	FT1	IN-LART	IN-HIST
Vice President:	Edward Berbari	TEN	FT1	IN-ENGT	IN-ENGT
	Jeff Watt	TEN	FT2	IN-SCI	IN-MATH

Election Slate: At-Large Representative (Tenure/Tenure Track)

Term: July 1, 2014 – June 30, 2016

Need to Elect: 21

Last Name	First Name	Tenure Status	Rank	School	Department Description
Anderson	Ryan	NTK	FT3	IN-MED	IN-PED
Baich	Tina	NTK	LT3	IN-LIBR	IN-LIBR
Baker	Sarah	TEN	FT2	IN-MED	IN-RADY
Bannatyne	Mark	TEN	FT2	IN-ENGT	IN-ENGT
Barth	Andrew	TEN	FT1	IN-SCI	IN-GEOL
Bennett	William	NTK	FT3	IN-MED	IN-PED
Berbari	Edward	TEN	FT1	IN-ENGT	IN-ENGT
Blanchard	Steven	TEN	FT2	IN-DENT	IN-DSPA
Blum	Janice	TEN	FT1	IN-MED	IN-MCIM
Bruzzaniti	Angela	NTK	FT3	IN-DENT	IN-DSOB
Buckwalter	Kenneth	TEN	FT1	IN-MED	IN-RADY
Coates	Heather	NTK	LT3	IN-LIBR	IN-LIBR
Cox	Dena	TEN	FT1	IN-BUS	IN-BUS
Di Corcia	Mark	NTK	FT3	IN-MED	IN-OBGY
Dierks	Tracy	TEN	FT2	IN-AHLT	IN-AHLT
Dynlacht	Joseph	TEN	FT2	IN-MED	IN-RAON
Foroud	Tatiana	TEN	FT1	IN-MED	IN-MMGE
Froehlich	Janice	TEN	FT1	IN-MED	IN-MDEP
Goodman	David	NTK	FT3	IN-ENGT	IN-ENGT
He	Chunyan	NTK	FT3	IN-PBHL	IN-PBHL
Johnson	Jennifer	NTK	LT3	IN-LIBR	IN-LIBR
Kaplan	Mark	TEN	FT1	IN-MED	IN-PED
Kostroun	Daniella	TEN	FT2	IN-LART	IN-HIST
Kowolik	Joan	TEN	FT2	IN-DENT	IN-DSPE
Lahiri	Debomoy	TEN	FT1	IN-MED	IN-PSYC
Li	Jiliang	NTK	FT2	IN-SCI	IN-BIOL
Long	Chris	TEN	LT1	IN-LAW	IN-LAWL
McNelis	Angela	TEN	FT2	IN-NURS	IN-NURS
Minto	Robert	TEN	FT2	IN-SCI	IN-CHEM
Odell	Jere	NTK	LT3	IN-LIBR	IN-LIBR
Picard	Christine	NTK	FT3	IN-SCI	IN-BIOL
Racette	Lyne	NTK	FT3	IN-MED	IN-OPHTH
Romito	Laura	NTK	FT2	IN-DENT	IN-DSOB
Rooney	Patrick	TEN	FT1	IN-LART	IN-CPHL
Saak	Eric	TEN	FT2	IN-LART	IN-HIST
Schneider	William	TEN	FT1	IN-LART	IN-HIST
Tezanos-Pinto	Rosa	TEN	FT2	IN-LART	IN-LANG
Ward	Richard	TEN	FT1	IN-ACSP	IN-ACAD
Windsor	L. Jack	TEN	FT2	IN-IN	IN-DENT
Witzmann	Frank	TEN	FT1	IN-MED	IN-PBIO
Wokeck	Marianne	TEN	FT1	IN-LART	IN-HIST

Election Slate: At-Large Representative (Non-Tenure-Track)

Term: July 1, 2014 – June 30, 2016

Need to Elect: 5 Total

Research Track (Need to Elect: 1):

Last Name	First Name	Rank	School	Department Description
Barr	Robert	RS1	IN-SCI	IN-GEOL
Ghoneima	Ahmed	RS3	IN-DENT	IN-DSOF
Hallett	Mark	RS3	IN-SCI	IN-BIOL
Lippert	Frank	RS3	IN-DENT	IN-DSOH
Pradhan	Meeta	RS3	IN-INFO	IN-INFO

Lecturer Track (Need to Elect: 2)

Last Name	First Name	Rank	School	Department Description
Evans	Nancy	FL5	IN-ENGT	IN-ENGT
Giddings	Anita	FLS	IN-HERR	IN-HERR
Glidden	Chris	FLS	IN-LIBA	IN-ANTH
Phillabaum	Melinda	FLS	IN-BUS	IN-BUS
Russo	Barbara	FL5	IN-NURS	IN-NURS
Sheeler	Ian	FL5	IN-LIBA	IN-LIBA
Smith	Frank	FL5	IN-LIBA	IN-LIBA
Vargas-Vila	Jose	FL5	IN-LIBA	IN-LIBA

Clinical Track (Need to Elect: 2)

Last Name	First Name	Rank	School	Department Description
Flynn	James	FC1	IN-BUS	IN-BUS
Martin	Allison	FC1	IN-LAW	IN-LAW
Medina	Monica	FC5	IN-EDUC	IN-EDUC
Yoder	Gina	FC3	IN-EDUC	IN-EDUC

Agenda Item VII: [Discussion Item] Merger of the School of Journalism at IUPUI to the School of Liberal Arts at IUPUI

Nasser Paydar, Executive Vice Chancellor and Chief Academic Officer

Paydar outlined the process used for the merger. Several meetings were held with the members of the School of Journalism as they considered two schools to move to. The deans of both schools were consulted as was the IFC Executive Committee and the University Faculty Council. The faculty decided and the request was made to move to the School of Liberal Arts as a department within the school. Paydar asked for endorsement for the faculty and staff of the school to move to the School of Liberal Arts. The compensation, tenure clock, and status they currently have will remain intact. Applegate asked if they have created a governance document or if they will adopt the constitution of the School of Liberal Arts. Paydar said the campus will provide funds until a budget is created and tenure guidelines will be through the school they were hired under. The dean of the School of Journalism will no longer be on this campus, but in Bloomington. The faculty's dean will be the dean of the School of Liberal Arts. The merger will be voted on at the May 6 IFC meeting.

Agenda Item VIII: [Action Item - Vote] Proposal to Change the Charge of the Campus Planning Committee

Laura Romito, Chair, Constitution and Bylaws Committee

Romito read the change in the charge to the Campus Planning Committee as follows:

Current Language:

This committee shall include at least one representative from the IUPUI Executive Committee and from the other IUPUI Faculty Council standing committees, plus other members appointed by the Executive Committee. The IUPUI Vice Chancellor for Planning and Institutional Improvement (or Senior Advisor to the Chancellor) shall be an ex officio member. The Executive Committee of the IUPUI Faculty Council may appoint one or more students as non-voting members of the standing committee. The Executive Committee of the IUPUI Faculty Council shall make this appointment based on nominations submitted by the Undergraduate Student Government and Graduate Student Organization (Bylaw III.B.4).

Proposed Language (confirmed at committee meeting held August 15, 2013):

This committee shall act as a representative of the Council in offering to the IUPUI Chancellor and the Campus Administration its continuing advice and the Faculty perspectives on academic and strategic planning.

Romito moved to accept the proposed language as the change to the charge to the Campus Planning Committee. As the motion came out of committee, no second was needed. Discussion began. The current composition of the committee listed in the current language would go away and the IFC-EC would determine the membership of the committee as they do most other committees. The motion passed.

Outcome of the Election:

Froehlich announced the election of Marianne Wokeck as president of the faculty and Ed Berbari as vice president of the faculty. A motion was made to destroy the ballots. The motion was seconded and passed.

Agenda Item IX: [Information Item] Parking Changes at IUPUI

Emily Wren, Associate Vice Chancellor for Facilities

Sheri Eggleton, Interim Director, Parking and Transportation Services

Margie Smith-Simmons, Communications Director, IU Communications

Wren and Eggleton spoke to the presentation appended to these minutes.

Questions:

- Is the Board of Trustees' goal to cover the cost of parking and not make money from the faculty, staff, and students? Wren said that is not the way she sees it.
- Do the peer institutions compared have more surface lots or garages? Wren said they are more garage-like.
- Was safety a consideration when determining garage space? For those who have to park far away from their office space, safety is a concern. Wren said the study shows that there is more crime in garages, than in lots. Hopefully, with new lighting, parkers will all feel safer.
- The people most impacted are the lowest paid and part-time faculty. The burden is on them and that is what B used to be for. Wren said the North Campus parking is still the lowest priced spaces and that is what that area is for.

Agenda Item X: [Information Item] Automated External Defibrillators (AEDs) on Campus

Mark Mowery, Health Safety Officer and Chairman, IUPUI AED Committee

Mowery spoke to the presentation appended to these minutes.

Agenda Item XI: [First Read] Code of Student Ethics

Brian Tomlinson, Assistant Dean of Students and Director, Division of Student Affairs

Robert Yost, Chair, Student Affairs Committee

Jason Spratt, Dean of Students

Tomlinson spoke to the presentation appended to these minutes and then asked for endorsement of the information. A vote will be taken at the May 6, 2014, IFC meeting.

Agenda Item XII: Question / Answer Period

The following questions were posed to the chancellor:

- What does administration have on its agenda to address some of the issues directed in regard to parking? The chancellor responded that Emily Wren would be working on some changes, and looking at items that were raised. He noted that a significant percentage of parking revenue comes from daily visitors to campus and that the campus needs to make sure those facilities are busy, effective, and pleasant. Every dollar that a visitor pays, the campus does not have to. Vermont Street Garage access is important for visitors and access to buildings. The Board of Trustees approached this question when they heard Ohio State received \$380 million for privatization. This intrigued them because they thought they needed to find revenue to invest in to make the institution better. The outcome they came to was not that they couldn't sell it for hundreds of millions of dollars, but that we could run it efficiently ourselves with equal amounts of revenue, and they expect that to happen. The choice they made in this model was to clump the two permits (A and B) together to optimize parking spaces. Other campuses have a tiered system that is quite severe in terms of how many city blocks away you park. He appreciates how sensitive the faculty is to the lower paid personnel on this campus. He saw this as well when healthcare was tiered. Parking is not an option. Students are saying that it is a very conscience option. He reiterated that the group that planned the parking changes felt students should have good parking. He said he will continue to look at comments on the parking plan and think about them seriously. Security is a concern and always at the top of our minds. If you see lights out or phones not working in any area, call the IU Police or the facilities line and let them know. It takes a minute to do this and they will fix them. Security and safety of employees, students, and visitors are very important. Wren said visitors help keep rates as low as they are as they pay much more per day than students and employees do. We are beneficiaries of having visitors on campus.
- A question was asked if we were still paying Goldman Sachs to review the parking plan. Wren responded no.

Agenda Item XIII: Unfinished Business

There was no Unfinished Business.

Agenda Item XIV: New Business

There was no New Business.

Agenda Item XV: Final Remarks and Adjournment

With no further business appearing, a motion was made to adjourn. The motion passed and the meeting was adjourned.

Report on Council Actions (per Bylaws Article 1. Section C.3)

These items are included at the end of monthly council minutes. I have more detailed notes on these assignments. A summary is provided here for your information. ~ Karen

Items to be Completed (Items in red have been brought to the IFC for a first read):

Academic Affairs Committee

- Undergraduate Curriculum Advisory Committee: Is the committee doing what the vision for the committee was set out to do. (*Update 2-25-14: With the Strategic Plan, this committee is under review by the Academic Affairs Committee and Faculty Affairs Committee as they determine whether the IFC should endorse an Undergraduate Curriculum Committee.*)
 - UCAC Recommendation Regarding Changes in Admission Standards for 2013
- **Attending Classes Without Being Enrolled: Policy to be voted on by AAFC, EC, and IFC fall 2013.** (*Oct. 2013: The AAC has put the policy on hold and will do further fact-finding.*)
- Calculation of GPAs. How much campus policy harmonization is going to be suggested as a part of the student services initiative?
- Grade Forgiveness Policy

Campus Planning Committee

- Review the IUPUI Strategic Plan, "A Commitment to Indiana and Beyond" and its implementation in the coming year.
- Review and comment on National Survey of Student Engagement (NSSE) survey and other tools that gather information about students and faculty.
- Review and comment on PULSE surveys; the data gathered by these surveys may be reviewed by this committee; examples: campus safety; diversity; common theme.
- Review and comment on campus survey (first and second years – in house); (every third year NSSE is administered)
- Advise IUPUI Administration: Planning and Institutional Improvement Administrative Liaison on outcomes.

Constitution and Bylaws Committee

- Verbatim Minutes: Review proposal to exclude notation of taking verbatim minutes if a recording is being made during council meetings.
- Nominations Committee: Review and change bylaws so that the Nominations Committee is made up of faculty governance leaders of the schools.
- Rewrite the charge to the Constitution and Bylaws Committee.
- Discuss the grievance process and the Board of Review procedures with the Faculty Affairs Committee.
- Recognition of Honors College
- Recognition of the Fairbanks School of Public Health (*Provisional recognition granted by IFC-EC until a Post-Tenure Review and Enhancement Committee is included in the bylaws. The FSPH approved the change on 9/23/13 and modifications to the bylaws will be sent to the IFC-EC in spring 2014.*)
- FGAP Bylaws revision (problem raised by Handbook Committee/Faculty Affairs Committee last year)
- Undergraduate Curriculum Advisory Committee: Is the committee doing what the vision for the committee was set out to do. (*Update 2-25-14: With the Strategic Plan, this committee is under review by the Academic Affairs Committee and Faculty Affairs Committee as they determine whether the IFC should endorse an Undergraduate Curriculum Committee. The Constitution and Bylaws Committee will be asked to make a motion to remove the UCAC from the IFC Bylaws should the IFC endorse the new committee.*)
- Limit the amount of time a Board of Review can be heard before time runs out once it has been assigned by the IFC-EC. (*Motion made by IFC-EC on March 27, 2014.*)

Distance Education Committee

- IU Online: Schedule a joint meeting between the Distance Education Committee and the Technology Committee, with leadership from IU Online. – (*The meeting was held only by the Technology Committee. The DEC did not participate in the meeting.*)

Faculty Affairs Committee

- School of Medicine policy issued for tenure compensation guideline for tenured faculty.

- NTF Representation: End of trial period for their representation. Review and consider making this a permanent part of the bylaws. IFC-EC approves with their continuation.
- Review of campus Post Tenure Review policy (Faculty and Librarian Review and Enhancement)
- Discuss the grievance process and the Board of Review procedures with the Constitution and Bylaws Committee.
- Materials for chairs and deans dealing with behavioral issues: Subcommittee, chaired by Larry Garetto, presented the most recent version of materials at the February 13, 2013, committee meeting. Work continues on this project.
- Faculty Academic Misconduct: The Academic Handbook makes reference to this, but the procedure of how to deal with it is not clear. The FAC is to identify procedures.
- Continued interest in creating a new rank, called Assistant Teaching Professor, Associate Teaching Professor, and Teaching Professor (that would mirror the research ranks). This would not eliminate the Lecturer/Senior Lecturer rank. This item was tabled in 2012-2013, but interest continues.
- Undergraduate Curriculum Advisory Committee: Is the committee doing what the vision for the committee was set out to do. (*Update 2-25-14: With the Strategic Plan, this committee is under review by the Academic Affairs Committee and Faculty Affairs Committee as they determine whether the IFC should endorse an Undergraduate Curriculum Committee.*)
- Review draft Adjunct Faculty Policy/Procedures for Promotion

Faculty Handbook Committee

- Completed revision of timeline for approving the supplement. (*Will be presented to the IFC in fall 2014.*)

Fringe Benefits Committee

- Benefits: Keep pushing to get the message out about benefits in a timely manner.
- Get the word out to faculty: Clinical Care Services at IUPUI (<http://hr.iu.edu/benefits/CCServices/index.html>)
- Comparison of benefits for IUPUI and IUB faculty. Mary Fisher's office has a salary comparison and the cost of living comparison for both campuses.
- Maternity and Family leave
- Benefits for part-time faculty
- How does the IUPUI benefits plan compare to other institutions?
- Benefits for gay married couples should a law be passed.

Research Affairs Committee

- Limited submission
- Biomedical Research Institute
- Policy on Centers and Institutes
- Animal safety
- Update on Research Advisory Committee from VP Jorge Jose.
- Update on the transparency and funding of programs
- Presentation of the Indirect Cost Recovery guidelines to the IFC.
- Return of NIH funds from the administrators to the PI.
- Human Subjects Research (IRB Process).
- Other study approvals – especially biosafety approvals and IACUC as centralization of oversight continues.
- Center designation process – inventory of active/inactive centers as a first fact-finding step.
- IUCRG Program – faculty input into future directions/funding priorities if the program continues.

Staff Relations Committee

- TIME Timekeeping System
- Health Insurance Rates
- Performance Management
- Service with Distinction
- Intergroup Dialogue and Campus Civility
- Campus Safety

Student Affairs Committee

- RISE Initiative
- Wellness Center
- Student Services capabilities given the number of students

Technology Committee

- Research File System (RFS): Technology Committee will review again in 2013-14. Updates were planned for the system, and the committee had already planned this item for 2013-14.
- Review of FLAGS system to review enhancements made during summer 2013.
- Review of Endnote and potential switch to open source product.
- Review status of end-user evaluation of Unicom services and deployment of clearly identified emergency phones.
- IU Online
- Review status of funding for new testing center. *(Sept. 2013: Revisit status.)*
- Review survey data and funding mechanisms for proctoring of exams in the testing center. *(Sept. 2013: At this time, proctoring in the testing center in SL and BS are free. The Classroom Testing Advisory Committee has a working group that will work to establish recommendations for a sustainable funding model.)*

Items Completed:

Academic Affairs Committee:

- Campus Policy on Limits in Withdrawal: Policy to be voted on by AAFC, EC, and IFC fall 2013. *(Oct. 2013: The AAC agreed that the policy was too restrictive. They agreed that students should not be allowed to enroll and withdraw (or fail) a given course numerous times. Perhaps an alternative solution is to block registration for such students, initiated at the unit level. The registrar will investigate creating lists of students who enroll repeatedly in the same course. These lists could be provided to the appropriate unit for action (registration block), if the units choose to do so.)*
- Recommendation Regarding the Participation of IUPUI in the Advance College Project (January 13, 2014)
 - AP course teacher training and fees accepted for students.
- RISE Initiative: Discussion/endorsement on the proposal to change the counting/tracking system. *(Oct. 2013: The AAC members have requested to find out what policies their home units have with regard to this situation and report back at their November 25 meeting. Jan. 2014: Made recommendations to the IFC-EC to enhance the development of RISE.)*
- Review Proposed Unified Academic Calendar *(Report submitted to the EC 2-19-14. Recommendations were accepted by the EC 3-13-14.)*

Budgetary Affairs Committee:

- Parking Monetization *(Oct. 2013: The monetization steering committee did not recommend to the Board of Trustees for IUB and IUPUI to privatize.)*
- Return to attending budget hearings annually. – *(Dec. 2013: This has been agreed upon and both the BAC and CPC have created questions for the deans during Cluster Conversations in January.)*

Campus Planning Committee:

- Parking Monetization: What happens if the campus privatizes? *(Oct. 2013: The monetization steering committee did not recommend to the Board of Trustees for IUB and IUPUI to privatize.)*
- Return to attending budget hearings annually. – *(Dec. 2013: This has been agreed upon and both the BAC and CPC have created questions for the deans during Cluster Conversations in January.)*
- Revised committee charge. – *(Sent to the Bylaws Committee on 12-18-13 for review and first read. Passed by the IFC on March 4, 2014.)*

Constitution and Bylaws Committee

- Athletics Affairs Committee: Change the committee size. – *(Dec. 2013: Approved by the IFC.)*
- Campus Planning Committee charge – Sent to committee on 12-18-13. *(Passed by the IFC on March 4, 2014.)*

Faculty Affairs Committee

- Revision of Statement of Faculty Work: First read at April 2013 IFC meeting. Tabled until September 2013 at May 2013, IFC meeting. – *(Passed by the IFC on March 4, 2014.)*

Fringe Benefits Committee

- Get the word out to faculty: Shopping the best deal using the Castlight Health Transparency Tool (<http://hr.iu.edu/benefits/castlight.html>) – *(An extensive mailing was sent out by the campus to all employees.)*

Library Affairs Committee

- Open Access *(Report submitted to the IFC-EC on 2-19-14; Discussed on 2-27-14 EC agenda.)*
- eText *(Report on eText Availability given to the IFC on April 15, 2014.)*

Technology Committee:

- Follow-up on final transition of student technology fee spending and impact on units. – Report received on 1-14-14,

Staff Relations Committee

- Parking Privatization – *(Oct. 2013: Privatization did not go through. The committee will continue to watch the proposals for changes in parking fees.)*

eTexts at Indiana University

Stacy Morrone

Associate Vice President, Learning Technologies and Dean, IT, IUPUI

John Gosney

Faculty Liaison, Learning Technologies – UITS



INDIANA UNIVERSITY

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Publishers and eText Reader Platform



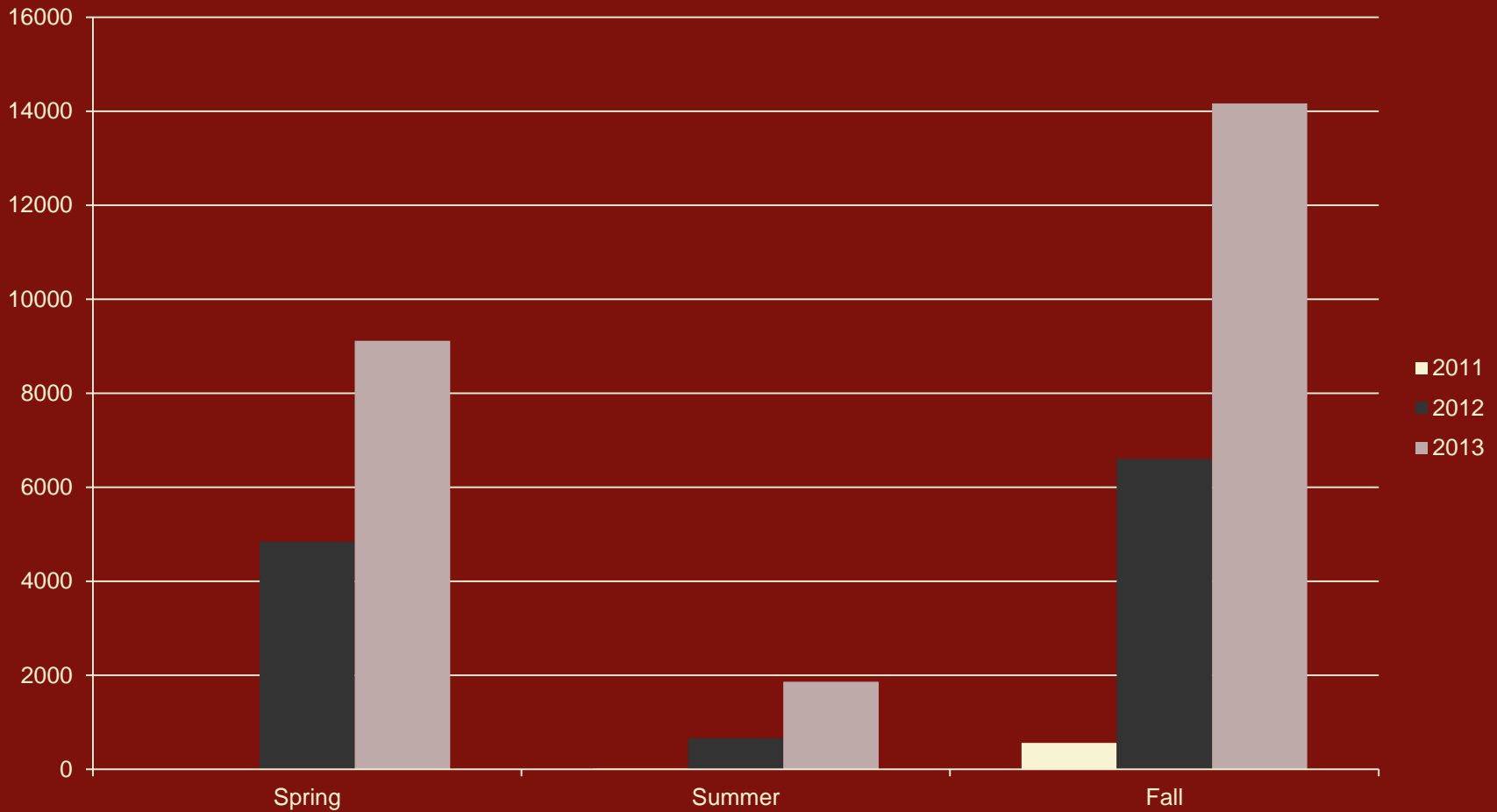
COURSELOAD



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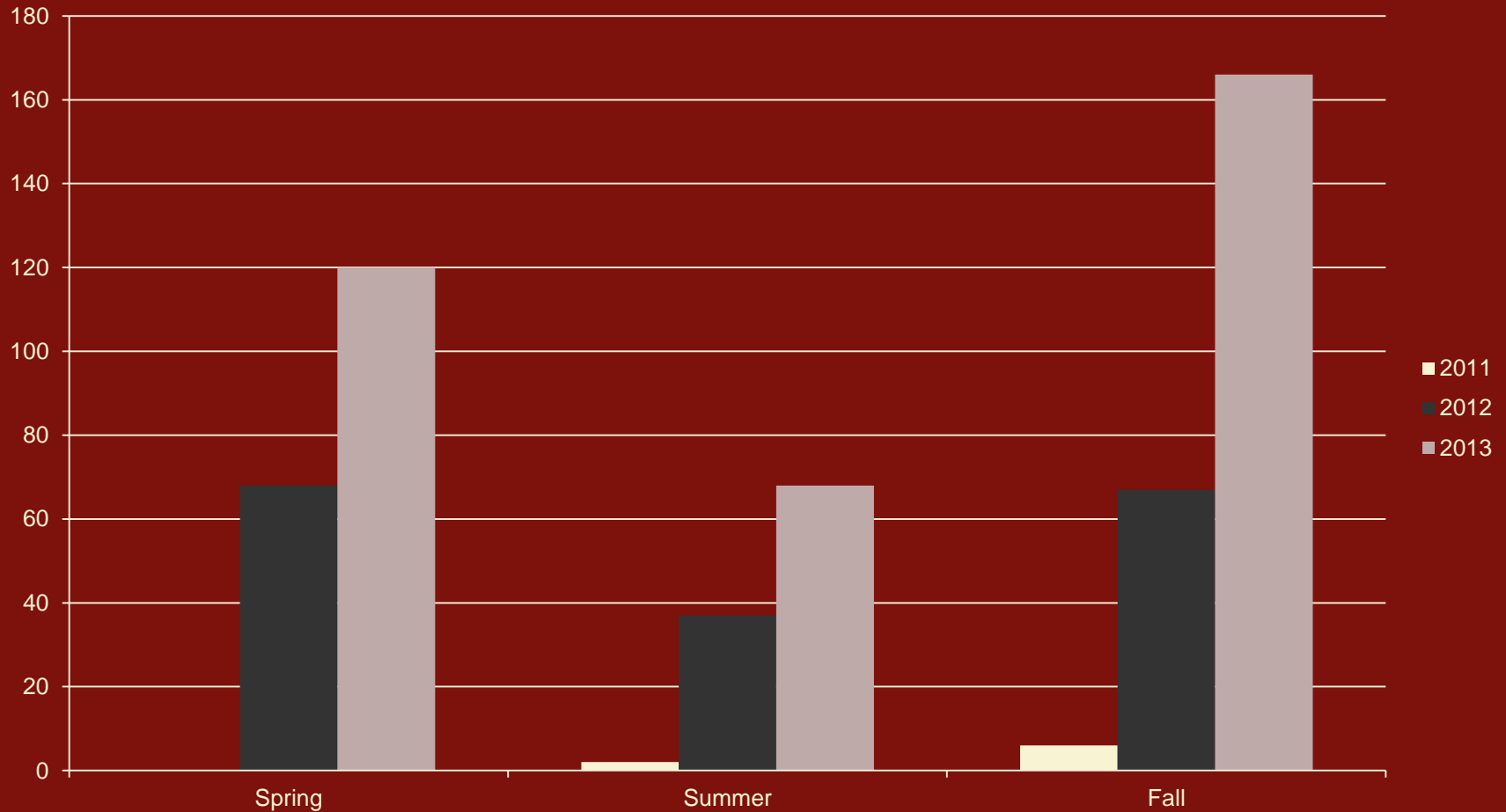
Number of Students using eTexts



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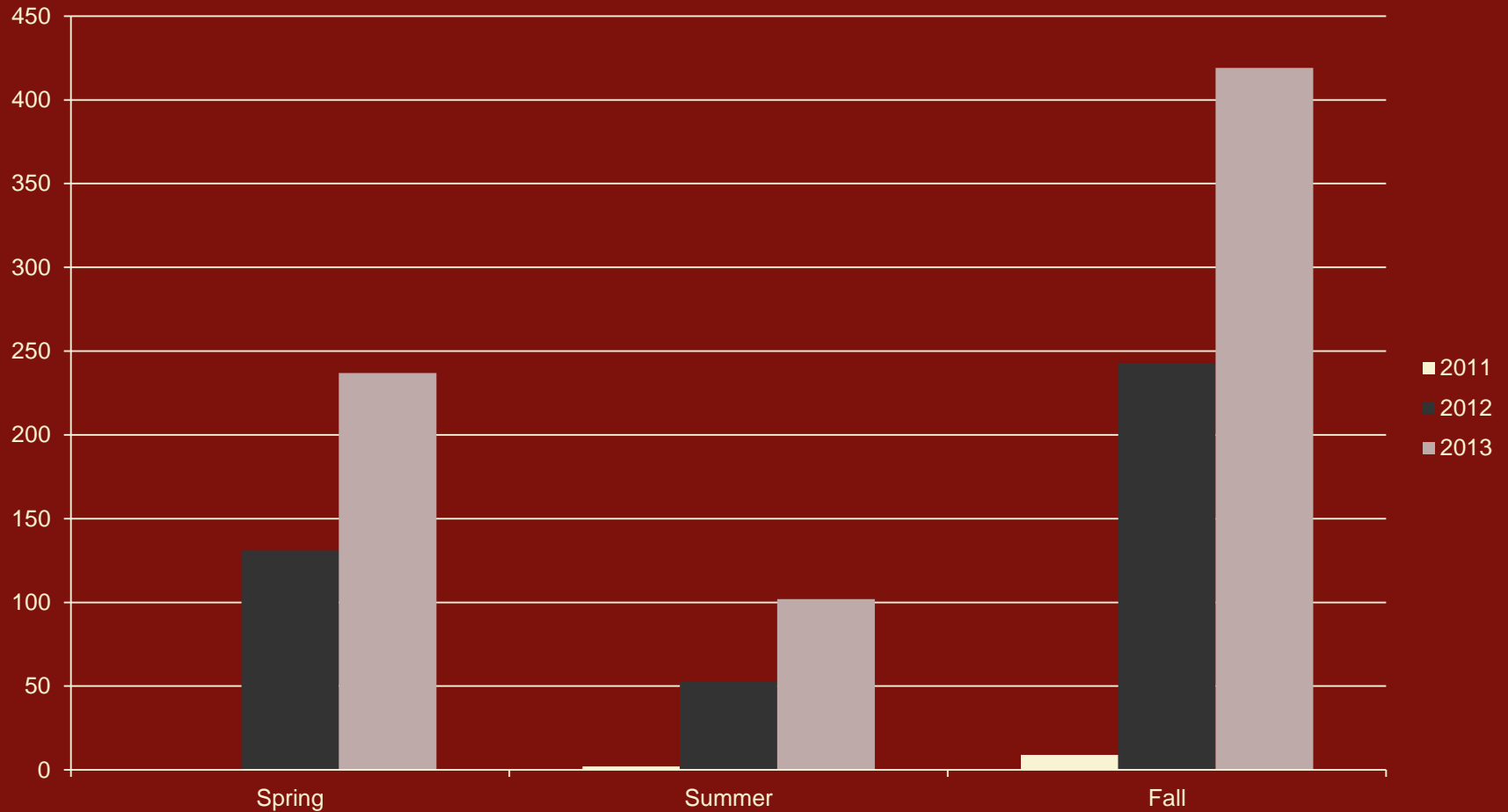
Number of Courses using eTexts



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Number of Class Sections using eTexts



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Benefits of eTexts

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- Access across multiple devices
- Highlighting and annotations
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eTexts: Facts versus Myths



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IUPUI's MODIFIED PARKING SYSTEM



WHERE WE'VE BEEN: 2012

IU begins exploration of privatizing parking operations.

Objective : Optimize the value of IU Parking Assets

Focus: IUPUI & Bloomington Parking

WHERE WE'VE BEEN: 2012 & 2013

- IUPUI Parking Committee (BL too)
 - Analysis
- University Parking Steering Committee
 - Analysis & Recommendation
- University Parking Task Force
 - Develop and Operationalize the Strategic Business Plan

IUPUI Parking Committee

Bill Blomquist (School of Liberal Arts)	Gabrielle Bovenzi (Finance & Administration)
Adam Chavers (IU Health)	Devon Cowherd (Graduate Student Govt. Rep)
Tony Greco (Undergrad Student Govt. Rep)	John Hassell (Faculty)
Andy Klein (Chancellor's Representative)	Joyce MacKinnon (Faculty Budgetary Affairs Comm)
Kathy Peck (Medicine)	Dawn Rhodes (Finance & Administration – Chair)
Geary Robinson (Parking & Trans Services)	Darren Roland (Union Rep)
Josh Skillman (Student Life)	Lee Stone (Staff Council)
Emily Wren (Campus Facility Services)	

University Parking Steering Committee (IUPUI/IUB)

Carolyn Calloway-Thomas (University Faculty Council - IUB)	Stew Cobine (Office of CFO)
Tony Greco (Undergrad Student Govt. IUPUI)	Craig Johnson (SPEA, IUB)
MaryFrancis McCourt (Office of CFO - Chair)	Tom Morrison (Capital Planning & Facilities)
Kathy Peck (Medicine)	Dawn Rhodes (Finance & Administration - IUPUI)
Dan Rives (University Human Resources)	Mike Sample (Public Affairs/Govt. Relations)
Roger Schmenner (Prof Emeritus/Oper. Mgmt- IUPUI)	Richard Shockley (Business, IUB)
Kyle Straub (Student Govt. President, IUB)	Jack Windsor (University Faculty Council)

WHERE WE'VE BEEN: October 2013

- IU Board of Trustees *CONDITIONALLY* approve the decision to retain parking assets internally.
- University Parking Task Force
 - Create strategic business plan
 - Focus: optimize the value, operational efficiency and effectiveness

University Parking Task Force

Stew Cobine (Office of CFO - Chair)	Alex Yuchvid (Office of CFO)
John Lewis (Capital Planning & Facilities)	Dawn Rhodes (Finance and Administration - IUPUI)
Emily Wren (Campus Facility Services - IUPUI)	Sheri Eggleton (Parking & Trans Services - IUPUI)
Tony Greco (Undergrad Student Govt. Rep - IUPUI)	Julie Bauters (Budgetary Administration - IUB)
Doug Porter (Parking Operations – IUB)	Matt Billett (Business – IUB)
Michael Baker, Jr. (Physical Plant – IUB)	Bill O'Donnell (Administration & Fiscal Affairs - IUNW)

WHERE WE'VE BEEN: February 2014

- Strategic Parking Business Plan presented to Board of Trustees by the UPTF.
- Plan approved and major aspects include:
 - Operational efficiencies/best practices
 - Campus-specific market peer-based fee structure
 - Consolidated technology plan
 - Long-term capital plan
 - Consolidated purchasing
 - Enhanced financial benchmarking/report and accountability.
 - Ongoing committee to provide oversight, guidance and support to new and ongoing teams

WHERE WE'RE GOING: April 2014

IUPUI's Modified Parking System



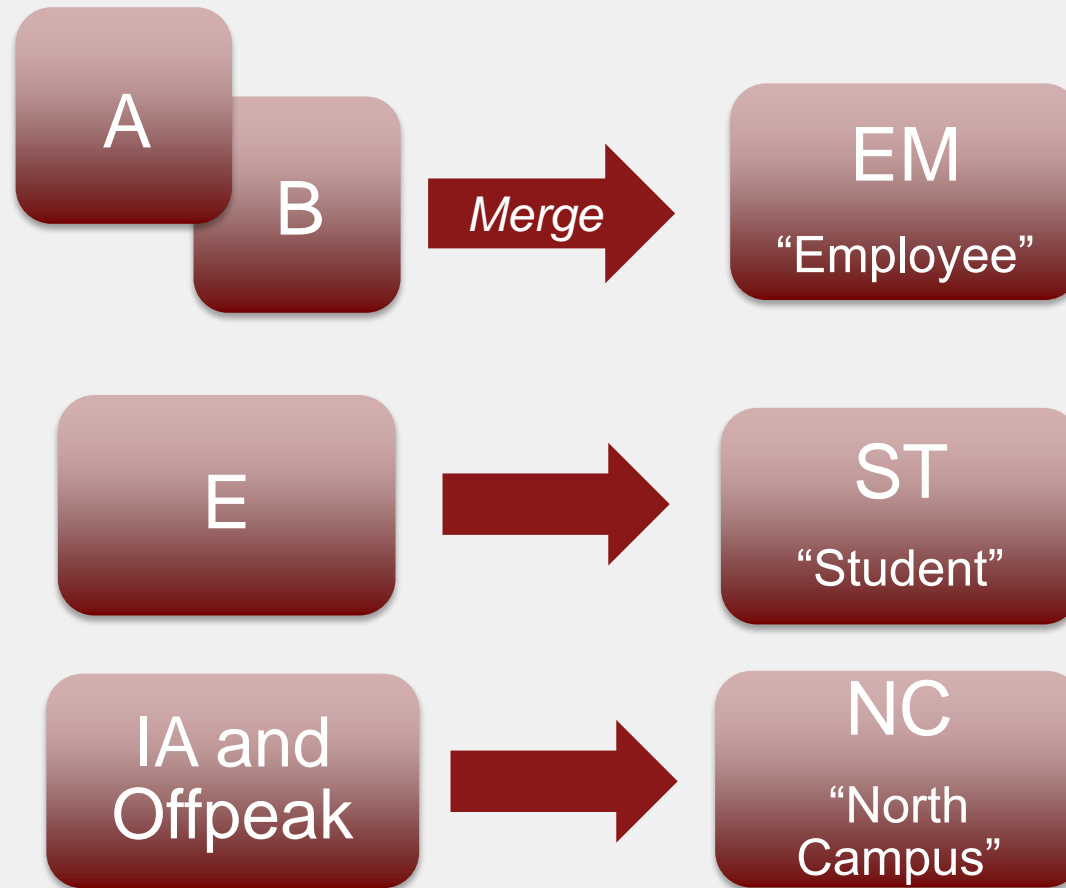
Key Benefits

- ✓ Better utilization of spaces (delays construction and acquisition of new parking facilities = lower rates)
- ✓ Dedicated student garages
- ✓ Parking permits honored system-wide (*system-wide initiative*)
- ✓ Transportation Demand Management (*system-wide initiative*)
- ✓ Longer shuttle services hours

System-wide Initiatives

- Standardized Schedules (Citations and rules and regulations)
- Multiple year permits
- Enhanced parking meter technology
- Enhanced garage lighting

New Permit Designations

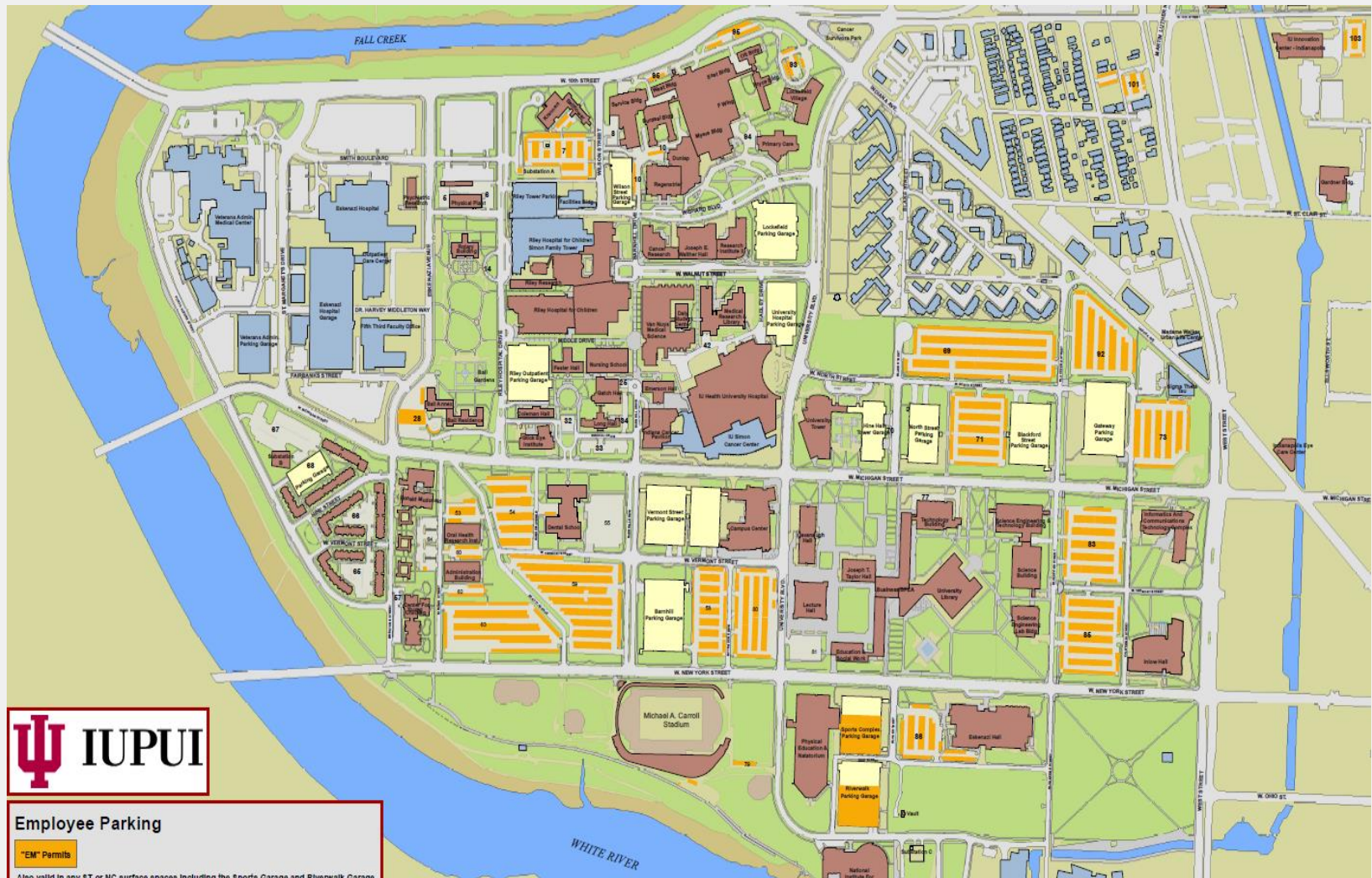


No name changes to “D”, Carpool and “CH” permits

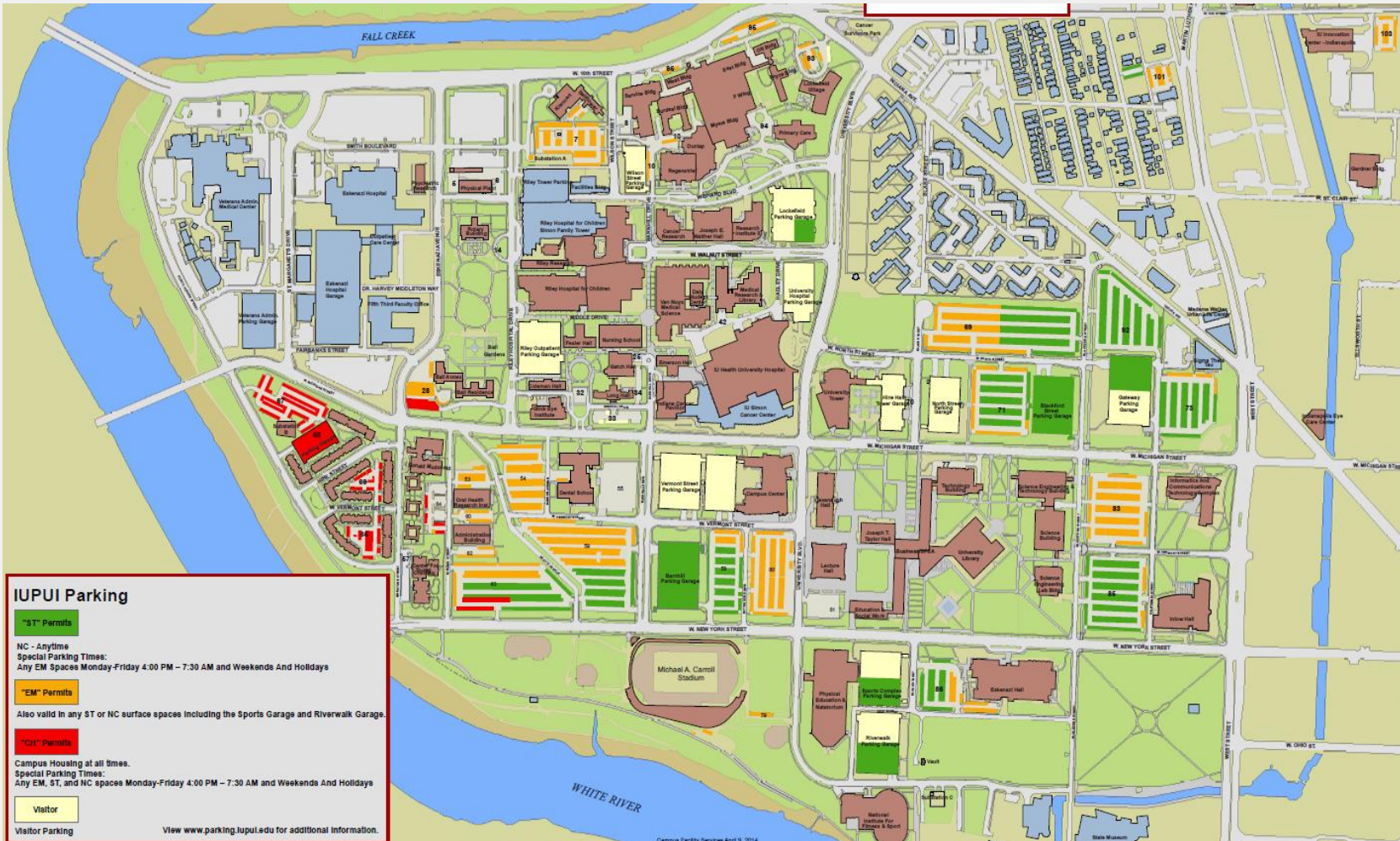
Employee Parking – “EM”

- Surface spaces designated “EM”, “ST” and “NC” 24/7
 - Sports Garage
 - Riverwalk Garage – Any “IUPUI” space
- *“EM” permits are no longer valid in any other garage at anytime*
 - *Barnhill, Blackford and Gateway Garages are exclusive “ST” parking 24/7*
 - *Additional “EM” surface spaces will be added*

“EM” Parking Available (includes “ST” spaces)



All Permit Designations



Student Parking – “ST”

- Blackford, Barnhill, Gateway Garages exclusive “ST” parking
 - SE entrance of Lockefield Garage
- Sports Garage - “ST” spaces 24/7
 - “EM” spaces beginning at 4pm thru 7:30am
- Riverwalk Garage - “IUPUI” spaces
- Surface spaces
 - “ST” and “NC” 24/7
 - “EM” spaces beginning at 4pm thru 7:30am

North Campus Parking – “NC” Students and Employees

- North campus lots along Indiana Avenue 24/7
- “EM” and “ST” surface spaces on campus beginning at 4pm thru 7:30am
 - Includes Sports and Riverwalk Garages
- “NC” permits are no longer valid in any other garage at any time

Garage Permit Parking

Students and Employees

- Garage permits are only valid in the garage for which the permit is purchased
- “EM”, “ST” and “NC” surface spaces beginning at 4pm thru 7:30am
- Currently openings in most garages
 - ✓ Guaranteed parking!

Shuttle Operations

- The new shuttle schedule will be 6am – 12:30am (formerly midnight).



Parking Rates



Whether parking operations were privatized or operated internally, parking rates were going to increase.



Overview of Rates

- Researched peer institutions
 - *Ex. University of Louisville and Cleveland State University*
 - IUPUI is in the lower quartile
- Goal set at achieving peer median in 5 years

Parking Permit Increases

The parking rate increase depends on the type of parking permit purchased and will increase anywhere from:

- \$0-14 a month for employees
- \$3-7 a month for students

Parking rates will go into effect July 1

Parking Rates Effective July 1, 2014

Permit Type	Eligibility	Monthly Rate
“EM”	Employee (includes disabled)	\$40
“ST”	Student (includes disabled and non-housing residents)	\$28
“NC”	Employee or Student	\$25
Garage	Employee or Student (non-housing residents)	\$66
Reserved	Employee or Student	\$225
Carpool	Employee	\$20

Just for Context...

To meet the median rate in one year (rather than 5) the monthly rates would be:

- \$67 for “EM” permit holders
- \$47 for “ST” permit holders
- \$97 for Garage permit holders

Comparable Downtown Rates

Capital Center Garage \$135/Mo

Market Tower Garage \$155/Mo

Central Park Garage \$125/Mo

Rollout Timeline

- April 10-30 -- IUPUI community notified
- April 14-18 – Meet with various campus groups
- June 2 – Employee permits go on sale
- July 1 – New rates in effect
- July 14 – Student permits go on sale

In Summary...

- Better utilization of parking spaces
- Dedicated student garages
- Over 900 garage permits available
 - Guarantees a parking space
- Inexpensive North Campus parking option
- Carpool program
- More information to follow (Facebook & Twitter)

***Feedback on Modified Parking System:
IUPUIPTS@iupui.edu***

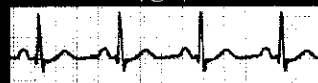
Reasons for CPR and AED at IUPUI

American Heart Association CPR
and
Philips HeartStart FRx AED

Presented by
Mark Mowery

Introduction

- Mark Mowery
 - EMT since 1981
 - Worked in medical field for six years
 - Teaching CPR since 1981
 - IUPUI Police since 1988
 - Health Safety Officer
 - Police Department AED Coordinator
 - Chairman of the IUPUI AED Committee
 - Email: mmowery@iupui.edu



Glossary of Terms

- Heart Attack -
 - A heart attack occurs when one of the heart's major blood vessels becomes blocked so that blood and thus oxygen is not delivered to the heart muscle. Without oxygen the heart will start to die producing pain and other symptoms. A heart attack may lead to a cardiac arrest.
 - Heart Attack = plumbing problem



Glossary of Terms

- Sudden Cardiac Arrest –
 - Sudden cardiac arrest (SCA) is a sudden or unexplained stopping of the heart function, most often caused by a sudden arrhythmia, such as ventricular fibrillation (VF). When this occurs, the heart's electrical impulses suddenly become chaotic and ineffective. Blood flow to the brain abruptly stops and the person collapses and quickly loses consciousness. **Death** usually follows unless a normal heart rhythm is restored within minutes.
 - Sudden Cardiac Arrest = electrical problem

Glossary of Terms

- Sudden cardiac arrest is a leading cause of death in the United States
 - 383,000 people die each year
 - More than the total death rate for breast cancer, lung cancer, and HIV/AIDS combined.
 - Heart Disease #1 Killer for men and women
- 90% chance of surviving SCA if defibrillation is done within the first few minutes
- Best chance for survival is if CPR and AED is started within 5 minutes of collapse.

The Ticking Clock

- Each minute someone is in Sudden Cardiac Arrest their chance of survival decreases by 10%.
- Starting CPR immediately will reduce the time to 4% per minute
- Using an AED to shock the heart will give the person a 90% chance of survival.
- Must use the AED within 3 to 5 minutes from the time of collapse.

Locations of AEDs at IUPUI

- Location
 - Located near main entrances, elevator lobbies, or stairways
 - Cabinet goes into alarm when door is opened
 - When door is shut alarm turns off
 - An alarm signal is sent to Campus Police Dispatch Center



Buildings with AEDs

- | | |
|---------------------------------|-------------------------------|
| • AO (1) | • IT (2) |
| • Ball Residence (Police) | • Law School (1) |
| • Campus Center (4) | • University Library (2) |
| • Cavanaugh Hall (2) | • Natatorium (2) |
| • Center for Young Children (1) | • NIFS (2) |
| • Coleman Hall (1) | • Nursing School (3) |
| • Dental School (4) | • Oral Health (1) |
| • ES 6S (5) | • Physical Plant Building (2) |
| • Lecture Hall (1) | • SU-1D (3) |
| • E1 (1) | • Taylor Hall (2) |
| • Herron Art (1) | • The Tower (1) |

Automated External Defibrillator (AED)

- Philips HeartStart FRx Defibrillator
 - Model and brand approved for IUPUI
 - Cost \$1,187.00
 - Responder Kit \$29.25
 - AED Cabinet \$198.79
 - Installed AED and attached to alarm system (approximate cost) \$500.00
 - Total cost \$ 1915.04

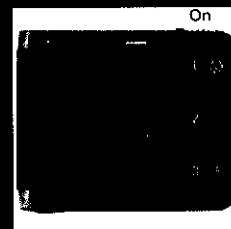


Automated External Defibrillator (AED)

• Steps To Use The FRx

• Step 1

- Open AED case
- Press the
- The FRx will tell you to remove clothes from chest



Automated External Defibrillator (AED)

• Step 2

- Remove the AED SMART Pads from the gray case
- Place the pads on the chest as shown on the diagram on the pads



Automated External Defibrillator (AED)

• FRx Analyzing

- As soon as the FRx detects that the pads are attached to the person, the pads icons turn off. The FRx begins analyzing the person's heart rhythm. The FRx will tell you that no one should be touching the person, and the caution light begins to flash as a reminder.



Automated External Defibrillator (AED)

• Step 3

- If the AED determines that the person needs to be shocked the AED will instruct you to press the orange flashing button
- The AED will only give a shock when the button is pushed and the AED determines the person needs to be shocked



Automated External Defibrillator (AED)

• Step 4

– After Shock Is Given

- The screen comes on solid to show that it is safe to touch the person.
- FRx tells you to assess the person and perform CPR if needed
- Press the button for help with CPR
- This will give a beat and count for breaths. The FRx will walk you through performing CPR



Why Have AEDs

- Everywhere you look you see a fire extinguishers to save buildings, why not AEDs to save lives.



Reasons for CPR and AED

- Best chance of surviving a sudden cardiac arrest three things need to take place –
 - Activation of the EMS System
 - CPR is performed immediately
 - AED is used within 3 to 5 minutes
- CPR and AED is taught at the Campus Police Dept.



Thank you



Officer Mark Mowery

274-2059

Resources

- American Heart Association, CPR Statistics, February 28, 2014
- American Heart Association, Working Against Time
- American Heart Association, 2010 AHA Guidelines for CPR and ECC
- Sudden Cardiac Arrest Association, Sudden Cardiac Arrest Facts, June 2008
- Philips HeartStart FRx Defibrillator Manual

Procedures for the Adjudication of Allegations of Personal Misconduct

Indiana University-Purdue University Indianapolis

Draft

Comment [TBE1]: The preamble has constructed from various portions of the old document, merged and edited together.

Article I: Preamble

The Indiana University-Purdue University Indianapolis (IUPUI) **Procedures for the Adjudications of Allegations of Personal Misconduct** is the mechanism by which the university will investigate reports of alleged acts of personal misconduct by students and resolve the alleged violations through a process consistent with both the Indiana University Code of Student Rights, Responsibilities, and Conduct (the "Code") and the mission of the university. The procedures are designed to provide students with due process, to ensure equal protection for all students, and to provide for the imposition of appropriate outcomes for matters of personal misconduct. The university adjudication process is not to be considered a substitute for criminal or civil proceedings. Rather, the procedures are meant to provide a fair disciplinary process which fosters development and accountability for the students involved.

Article II: Definitions

- A. **University:** "University" refers to Indiana University-Purdue University Indianapolis (IUPUI).
- B. **University Premises:** "University Premises" includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the university, including adjacent streets and sidewalks.
- C. **Member of the university community:** "Member of the university community" includes any person who is a student, faculty member, university official, university organization or person employed by the university.
- D. **University official:** "University official" includes any employee of the university performing administrative professional or staff responsibilities.
- E. **Faculty or faculty member:** "Faculty or faculty member" includes all who teach and/or do research at the university, including but not limited to tenure track faculty, librarians, holders of research or clinical ranks, lecturers, graduate students with teaching responsibilities, visiting and part-time faculty, and other instructional personnel, including coaches, advisors, and counselors.
- F. **Student:** A "Student" is
 - 1. a person who is admitted or enrolled in any credit bearing course or program in any school or division of Indiana University;
 - 2. a person who is admitted to Indiana University and is present on a campus for the purpose of being enrolled in any credit bearing course or program in any school or division of Indiana University;
 - 3. a person who has been admitted and enrolled in any credit bearing course or program in any school or division of Indiana University and continues to be associated with Indiana University because of failure to complete the course or the program in which the person is enrolled;
 - 4. a person who is not admitted to the university but who is taking classes to transfer to another university, for personal enrichment, or in preparation to apply to a graduate program (non-degree student);
 - 5. "Student" includes all students enrolled on the campuses of Indiana University-Purdue University Indianapolis (IUPUI) or Columbus (IUPUC).

Comment [TBE2]: Definition from the Code

- G. **Student Organization:** "Student Organization" refers to any number of persons who have complied with any necessary requirements and are formally recognized by the university.
- H. **Business Day:** "Business Day" includes any day, Monday through Friday, in which the university offices are open.
- I. **Office of Student Conduct (Student Conduct or Office):** "Office of Student Conduct" refers the office designated to administer the Code on the IUPUI campus.
- J. **Conduct Officer (Hearing Officer):** "Conduct Officer" refers to designee of the Office of Student Conduct who is authorized to investigate and adjudicate student disciplinary cases and to impose sanctions upon any student or student organization found to have violated the Code.
- K. **Reporting Party:** "Reporting Party" includes any person(s) who submits a referral alleging that a student or organization has violated the Code.
- L. **Accused Student:** "Accused Student" refers to any student for whom an allegation of a violation of the Code has been filed with the university.
- M. **Referral:** "Referral" includes any documentation or information provided to the Office of Student Conduct alleging that a violation of the Code has occurred.
- N. **Notice:** "Notice" will be conclusively presumed to include documentation sent to the student through official university email; mailed to the address appearing on either the student's current local address or permanent address on record in the IUPUI system; or provided to the student in person.
- O. **Sanction:** "Sanction" refers to the disciplinary outcome(s) imposed on a student for violations of the Code.
- P. **Tier I Offense:** "Tier I Offense" refers to an alleged violation of the Code, when in consideration of all aggravating and mitigating factors, is likely not to result in separation from the university as defined in Article IX of this document.
- Q. **Tier II Offense:** "Tier II Offense" refers to an alleged violation of the Code, when in consideration of all aggravating and mitigating factors, is likely to result in separation from the university as defined in Article IX of this document.
- R. **Consent:** Consent is expressed through affirmative, and voluntary words or actions mutually understandable to all parties involved. Consent is given for a specific sexual act at a specific time and can be withdrawn at any time. Consent cannot be coerced or compelled by duress, threat, or force. Consent cannot be given by someone who, for any reason, cannot understand the facts, nature, extent, or implications of the sexual situation occurring, including, but not limited to, those who are under the legal age of consent, asleep, unconscious, or mentally or physically impaired through the effects of drugs or alcohol. Consent cannot be assumed based on silence, the absence of "no" or "stop," the existence of a prior or current relationship, or prior sexual activity.

Comment [TBE3]: New designation

Comment [TBE4]: New designation

Comment [TBE5]: New definition, never before defined for all of IU. Will be shared by all of IU per SAVE Act requirements

Article III: Authority and Jurisdiction

- A. These procedures apply to the adjudication of the Indiana University Code of Student Rights, Responsibilities, and Conduct provisions on Personal Misconduct. Authority to establish these procedures is provided in the Code under *Part III: Procedures for Implementation of the Code*.
- B. These procedures apply to all students, as defined under the Code (which is consistent with II.F. above), at the campus of Indiana University-Purdue University Indianapolis (IUPUI).
- C. Should a student withdraw from the university, no longer remain enrolled, or otherwise not meet the definition of a student while a disciplinary matter is pending, the university will retain authority to adjudicate the matter under these procedures.

- D. As established under the Code *Part IV, Section C.3*, "any unit of the university may adopt additional or alternative substantive or procedural standards to this code, provided the alternative or additional standards:
1. Are necessary to meet academic concerns or to comply with the professional or accreditation standards; and
 2. Guarantee students in the unit a fair opportunity to be heard consistent with the standards of evidence and due process found in this code."
- E. If, after a degree has been conferred, the university determines that the student committed misconduct prior to the conferral, the university may recommend the revocation of the degree to the Board of Trustees.
1. When an allegation of academic misconduct is made prior to degree conferral, the unit/school/division that awarded the degree will conduct an investigation to determine whether misconduct occurred, and if so, whether to recommend revocation of the degree to the Board of Trustees. The unit/school/division, in consultation with the Dean of Faculties and the Director for the Office of Student Conduct, will determine the procedures to be followed in conducting its investigation. The unit/school/division will make every reasonable effort to notify the student regarding the misconduct allegation and permit the student to respond to the allegation.
 2. When an allegation of personal misconduct is made which would have occurred prior to degree conferral and if the allegation would be considered a Tier II offense and/or would have influenced or affected the academic process, the Office of Student Conduct may adjudicate the case consistent with the procedures to adjudicate allegations of personal misconduct.

Comment [TBE6]: "academic" removed to reflect possible personal and academic misconduct.

Comment [TBE7]: Statement on practice to address prior academic misconduct is unchanged.

Comment [TBE8]: Statement on practice to address prior personal misconduct is new.

Article IV: Standard of Proof

The standard of proof for a finding of misconduct will be based upon a preponderance of evidence. Preponderance of evidence is defined as evidence that a reasonable person would find persuasive or more likely than not that the violation occurred. The burden to demonstrate that the preponderance standard has been met will be upon the university.

Article V: Procedures for Adjudication of Allegations of Academic Misconduct

- A. The Indiana University Code of Student Rights, Responsibilities, and Conduct prohibits academic misconduct in *Part II, Section G*. The Student Disciplinary Procedures for Academic Misconduct Involving the IUPUI Campus are the procedures used to resolve allegations of academic misconduct. The procedures are available through the student's school and the Office of Student Conduct and available online at <http://studentaffairs.iupui.edu>.
- B. Prior violations of academic or personal misconduct may be considered aggravating circumstances when sanctions are determined for a new case of either academic or personal misconduct.

Comment [TBE9]: New language to reflect the existence of academic misconduct procedures and relationship between the two forms of misconduct.

Article VI: Referring and Investigating Allegations of Personal Misconduct

- A. **Initiation of a Referral:** Any person may make a referral of alleged acts of personal misconduct by a student to the university. Such referral will be made to the appropriate university official as soon as practicable, absent any extraordinary circumstances.
 1. Referrals of alleged acts of personal misconduct occurring on or off campus will be referred to the Director of Student Conduct or his or her designee.
 2. Referrals of alleged acts of personal misconduct occurring within a university residence may be directed to the Director of Housing and Residence Life or his or her designee, excluding acts which may result in

separation from the university. Acts of personal misconduct which may result in separation from the university will be referred to the Director of Student Conduct or his or her designee.

- B. **Investigation:** The conduct officer may conduct an investigation to determine if the alleged violations of personal misconduct have merit and/or warrant further investigation or adjudication. The conduct officer, upon the completion of the investigation, will determine the appropriate course of action, which may include, but is not limited to:
1. Taking no further action on the referral, which may include deferring the investigation if it is plausible that more information will be available at a later time;
 2. Providing the accused student written notice of charges and options to resolve the charges under the university discipline procedures.
- C. **Role of the University:** The Indiana University Police Department or other appropriate law enforcement agency will have the primary responsibility to investigate acts of misconduct which are subject to federal, state, and/or local laws. The conduct officer and other designated university officials are authorized to investigate alleged acts of personal misconduct, independent and/or in collaboration with the police department and other appropriate officials.
- D. **Role of the Accused Student:** Through the course of the investigation, the accused student will be sent notice of the alleged violation and is required to attend an informal conference with the conduct officer. The notice will include information related to the referral made to the university as well as reference to the applicable disciplinary procedures which will be used to adjudicate the matter. Failure to schedule and/or keep a requested appointment will not preclude the conduct officer from continuing with the disciplinary process, which may include, but is not limited to, placing an administrative hold on a student's university account, filing of charges, or other appropriate actions.
- E. **Role of Other Participants:** Any other party believed to have information relevant to the investigation may be requested to meet with the conduct officer.
- F. **Role of an Advisor:** An accused student, or any other student requested to participate in the disciplinary process, may select at his/her sole expense an advisor of his/her choice to accompany him/her at any point in the disciplinary process, with the exception of any person who may also have had involvement in the matter referred to the conduct officer. The role of the advisor is limited to a supportive role and will not be interpreted as that of a representative of the student. The student is responsible for making necessary arrangements to have his/her advisor present. The advisor may not participate in the disciplinary process, unless an allowance is approved by the conduct officer or hearing commission chair.
- G. **Informal Conference:** An informal conference is a meeting between an accused student and a conduct officer. The purpose of the informal conference is for the conduct officer and the student to review the conduct process, to provide the student an opportunity to review the referral, and to discuss the student's understanding of the circumstances regarding the referral, including presenting information for review by the conduct officer.
- H. **Notice of charges:** The university will submit notice of charges to the accused student following the discovery of the alleged violation and any such charges will be resolved through the university discipline procedures.

Comment [TBE10]: Description has been shortened considerably, as much of the old language has been moved to more appropriate parts of the document.

Article VII: Resolving Charges of Personal Misconduct

- A. **Adjudication – Acceptance of Charges:** Accused students who receive written notice of charges for allegations of personal misconduct have the right to a formal hearing on the matter. However, in cases when the accused student wishes to accept responsibility for all charges in a case, the student may waive the right to a formal

Comment [TBE11]: New process to the procedures, consistent with best practices of the field.

hearing and all related procedural guarantees, and receive a sanction from the conduct officer by whom charges were brought. In such situations, the student also waives the right to appeal a finding or sanction except on the grounds that the sanction imposed is grossly disproportionate to the violation(s) committed, in light of all relevant aggravating and mitigating factors, and in consideration of applicable university guidelines.

- B. **Adjudication – Requesting a Formal Hearing:** Accused students who wish to dispute responsibility for charges brought by the conduct officer may choose to have their case resolved in a formal hearing. Students who are charged with a Tier I offense may choose to have their case resolved by either a single administrative hearing officer or the hearing commission. Students who are charged with a Tier II offense must have their charges resolved in a hearing before the hearing commission only.
- C. **Formal Hearing Procedures:** A formal hearing provides an administrative hearing officer or hearing commission the opportunity to consider charges brought against an accused student; the opportunity to hear testimony provided by the accused student, the conduct officer, reporting party, and witnesses; the opportunity to review facts gathered in the investigation; and the opportunity to consider new material made available at the hearing. The administrative hearing officer or hearing commission may also consider information relevant to aggravating and mitigating circumstances necessary to administer a sanction if the accused student is found responsible for one or more charges.
- D. **Notice of Hearing:** An accused student will receive notice of a formal hearing no less than ten (10) calendar days from the date of the scheduled hearing, unless the accused student submits, in writing, a reasonable request to waive the ten day notice and schedule the hearing earlier, if practicable. The notice will include the date, time, and location of the hearing as well as information on the hearing process.
- E. **Attendance:** Attendance and participation at the formal hearing by the accused student is expected, unless the student accepts his/her charges in accordance with section A above. The university will make reasonable efforts to request witnesses and other parties to attend the hearing. Should an accused student fail to attend the hearing, absent extraordinary circumstances, the administrative hearing officer or hearing commission will not delay the proceedings. Rather, the administrative hearing officer or hearing commission will render a decision based on the information available. A student will, in no way, be assumed responsible for a charge solely on the basis of his/her failure to appear or to offer information at the hearing.
- F. **Procedures for a Prompt Review:** In circumstances where an accused student is nearing graduation or the end of a term, an accused student may be offered a prompt review of the case, thereby waiving the ten day notice of hearing requirement. The conduct officer may place an administrative hold on the student's account until the disciplinary matter has been resolved. An accused student may refuse a proposal for prompt review.
- G. **Record of the proceedings:** A record of the proceedings, whether written, audio or video recorded or any combination of these formats will be made of the hearing. The record is the sole property of the university.
- H. **Witness Participation:** An accused student and the conduct officer may each call upon witnesses to present information in the hearing. Accused students must notify the Office of Student Conduct of the witnesses they wish to invite to participate in the hearing in order for the witnesses to be included in the notice of the scheduled hearing. The witnesses are expected to present relevant and factual information. Character witnesses are not permitted to participate in the hearing; however, such witnesses may submit a written statement. Written character statements must be provided to the Office of Student Conduct no less than five business days prior to the scheduled hearing.
- I. **Deliberations and Notice of Outcome:** The administrative hearing officer or hearing commission will deliberate in a closed session after the completion of the formal hearing. Only members of the hearing commission, a representative of the Office of the Dean of Students, and individuals permitted by the chair to remain for reasonable cause will be present during the deliberations. Deliberations are not recorded. A decision of the

Comment [TBE12]: New process to the procedures reflective of a true adjudication phase

Comment [TBE13]: Revised and edited from old procedures to reflect new adjudication phase, yet remain consistent with due process and best practices

Comment [TBE14]: Per recommendation from General Counsel changed from "compel" to "request"

Comment [TBE15]: New to the procedures consistent with best practices

Comment [TBE16]: Consult with counsel

hearing commission will be reached by majority vote. Once a decision has been reached by the administrative hearing officer or hearing commission, the Office of Student Conduct will provide the notice of outcome to the accused student.

Article VIII: The University Hearing Commission

- A. **Appointment Process:** Members of the hearing commission are appointed to serve per the appointment process described below. Appointing bodies must appoint a sustainable membership to the hearing commission.
1. The IUPUI Faculty Council will appoint faculty representatives to the hearing commission. A minimum of seven faculty members is recommended.
 2. The Dean of Students will appoint twelve at-large members to serve on the hearing commission. The Dean of Students will appoint five at-large members from the group of twelve to serve as administrative hearing officers for Tier I offenses.
 3. The IUPUI Undergraduate Student Government and IUPUI Graduate and Professional Student Government will each appoint student representatives to the hearing commission. It is recommended that each student governing body appoint a minimum of three representatives to the hearing commission.
 4. A chair of a meeting of the hearing commission will be selected by the Dean of Students or his or her designee and hold faculty status.
- B. A hearing commission will consist of at least one faculty representative, one staff representative, and one student representative.

Comment [TBE17]: Inclusion of at-large appointees is new to these procedures

Removal Process: Members of the hearing commission are expected to remain in good standing with all federal, state, and local laws as well as all university policies and standards. Members of the hearing commission are expected to participate in all training and development deemed necessary by the university. Members of the hearing commission must conduct themselves in a professional manner at all times. Members of the commission who fail to meet the requirements of their appointment may be removed per the policy of their representative governing bodies or at the recommendation of the Director of Student Conduct to the Dean of Students.

Comment [TBE18]: New to these procedures, consistent with best practices

Article IX: University Sanctions and Disciplinary Outcomes

The following sanctions may be imposed upon any student found to have violated the Indiana University Code of Student Rights, Responsibilities, and Conduct:

- A. **Formal Warning:** A warning is a written notification resulting from violations of the Indiana University Code of Student Rights, Responsibilities, and Conduct.
- B. **Probation:** Students placed on probation are further warned that any violation of the conditions of the probation or any further acts of misconduct may result in additional disciplinary action, including suspension or expulsion from the university. Students placed on probation may be restricted from other university activities.
- C. **Suspension:** Students suspended from the university are separated from Indiana University-Purdue University Indianapolis and all Indiana University campuses for a specified period of time, over which time their enrollment is terminated. Conditions for readmission may be specified.

- D. **Expulsion:** Students dismissed from the university are permanently separated from Indiana University-Purdue University Indianapolis and all Indiana University campuses with full termination of the student's enrollment.
- E. **Conditions of Suspension and Expulsion:** An individual separated from the university through suspension or expulsion will be denied all privileges afforded to a student. The conduct officer may determine that the student must be required to vacate the university premises at a specified time. The suspended or expelled student may not re-enter campus, for any purpose, in the absence of express written permission of the Dean of Students or his or her designee. The conduct officer may notify other members of the university as needed of the student's separation.
- F. **Transcript Notation:** The conduct officer is required to notify the Office of the Registrar to indicate a suspension or expulsion has been issued. A notation of the separation will appear on the student's academic transcript, including a notation of withdrawal (W) for all enrolled courses. When the term of suspension has ended, the Registrar will remove the notation from the student's transcript. Expulsion notations on transcripts are permanent. A record of suspension or expulsion will also remain a permanent part of the student's disciplinary record.
- G. **Additional Disciplinary Outcomes:** The conduct officer is authorized to impose additional sanctions, which may include, but are not limited to, attendance at educational experiences, restitution, orders of no contact and/or no trespass, residence hall assignment relocation or contract termination, or other restrictions.
- H. **Sanction Guidelines:** The Office of Student Conduct will periodically publish a guidance document on the administration of sanctions for conduct officers.

Comment [TBE19]: New section of the procedures; some contents originate from the old procedures.

Comment [TBE20]: Revised per discussion with the Office of the Registrar.

Comment [TBE21]: New to the procedures.

Comment [TBE22]: This section has undergone significant revisions, most of which is new, to reflect a true appeals phase consistent with best practices and meet compliance mandates.

Article X: **The Appeal Process**

- A. **Submitting an Appeal:** A sanction issued by a conduct officer, with the restrictions on such appeal as specified in VII.A, or the decision of the administrative hearing officer or hearing commission may be appealed by the accused student to the appropriate appeals officer, or his or her designee. Such appeals shall be received in writing by the appeals officer no later than five (5) business days from the date the notice of outcome was sent to the student. The appeal must clearly state the specific grounds for appeal (see C. below) and must include all supporting documentation.
 - 1. In matters where a charge relates to acts of sexual harassment, sexual violence, sexual assault, domestic violence, dating violence, stalking or related behaviors, an individual identifying as a victim of the alleged acts will be afforded the same and equitable opportunity to appeal as an accused student.
 - 2. A student is limited to one opportunity to appeal.
- B. **Designated Appeals Officers:** Appeals related to alleged personal misconduct of graduate and professional students will be received by the Director of the Graduate Office or similar administrator. Appeals related to alleged personal misconduct of undergraduate students and other non-graduate or non-professional students will be received by the Dean of Students or similar administrator.
- C. **Grounds for Appeal:** An appeal will be considered if submitted on one or more of the following grounds:
 - 1. The discovery of new and substantial information, which was unavailable at the time the conduct officer imposed a sanction or at the time of the formal hearing, and is now available and, if had been available, reasonably would have affected the outcome of the student's case.
 - 2. A significant procedural error occurred which that reasonably would have affected the outcome of the student's case.
 - 3. The sanction imposed is grossly disproportionate to the violation(s) committed, in light of all relevant aggravating and mitigating factors, and in consideration of applicable university guidelines.

- D. **Possible Outcomes of Appeal:** An appeals officer may reach one or more of the following outcomes after a review of the appeal and supporting documentation, including prior disciplinary history, if applicable.
1. The appeals officer will dismiss the appeal if the appeal is not clearly based upon one or more of the grounds set forth above.
 2. The original decision and/or sanction(s) reached by the conduct officer, administrative hearing officer or hearing commission is upheld.
 3. The original case, individual charge, and/or sanction(s), or any portion of the three, may be dismissed or vacated.
 4. The original sanction(s) may be modified.
 5. The case may be remanded back to the original conduct officer, administrative hearing officer or hearing commission for consideration or rehearing. If practicable, a new conduct officer, administrative hearing officer or hearing commission will be sought to administer the rehearing. A case which is reheard may result in dismissal, modification of the finding, or a finding and/or sanction of greater or lesser severity than the original outcome.
 6. The outcome provided by the appeals officer is final.

Comment [TBE23]: New to these procedures in order to meet compliance mandates.

Article XI: Rights of Students in the Adjudication of Sexual Misconduct

- A. These procedures will be used to adjudicate matters of sexual misconduct, including, but not limited to, acts of sexual harassment, sexual violence, sexual assault, domestic violence, dating violence, stalking or related behaviors.
- B. A person identified as a victim in a case of sexual misconduct has the right to file a criminal complaint in addition to making a referral under these procedures.
- C. A person identified as a victim in a case of sexual misconduct or similar offense will be afforded the same and equitable opportunities as the accused student in the disciplinary process, including the right to an advisor, the right to present relevant witnesses and other evidence, similar and timely access to any information that will be used at the formal hearing, the right to receive a notice of the outcome of a disciplinary process, and the right to appeal an outcome.
- D. If a referral of sexual misconduct is made to the Office of Student Conduct by a person other than the victim, the Office of Student Conduct will notify the victim that a referral has been made.
- E. A victim will have the opportunity to inform the university of his/her desire to pursue the matter further.
- F. In matters where the facts available to the Office of Student Conduct indicate that the university must move forward with a case contrary to a victim's wishes, the university will provide notice to the victim and inform him/her of his/her right not to participate.
- G. Involved parties should expect that the investigation phase of the adjudication of a case of sexual misconduct will conclude within sixty (60) days, barring any extraordinary circumstances.

Article XII: Minor Deviations from Procedure

- A. A student and conduct officer may agree in advance to minor deviations from procedure, which will be documented in writing. Such deviations are not then subject to appeal.

Comment [TB24]: Revised and edited to reflect the true purpose of an interim suspension and create a procedure in line with best practices.

Article XIII: **Interim Suspension**

- A. When the Dean of Students or the Director of the Graduate Office and/or their designees have reasonable cause to believe that a student's presence poses a significant risk of substantial harm to the safety or security of others or to property, the student may be immediately suspended from any and all portions of university premises, university-related activities or registered student organization activities. Notice of this measure will be provided to the student in writing as soon as practicable. The interim suspension will remain in effect until the conclusion of the disciplinary process or upon modification by the Dean of Students or the Director of the Graduate Office and/or their designees.
- B. Upon the issuance of a notice of interim suspension, the Director of Student Conduct or his or her designated conduct officer will initiate the disciplinary process without undue delay.
- C. The student may, within three (3) business days of the imposition of the interim suspension, petition the Dean of Students or the Director of the Graduate Office and/or their designees to have the interim suspension modified or removed. The petition must be made in writing by the student, and must include supporting documentation which would demonstrate that the student does not pose, or no longer poses, a significant risk of substantial harm to the safety or security of others or to property. The Dean of Students or the Director of the Graduate Office and/or their designees will render a decision without undue delay.

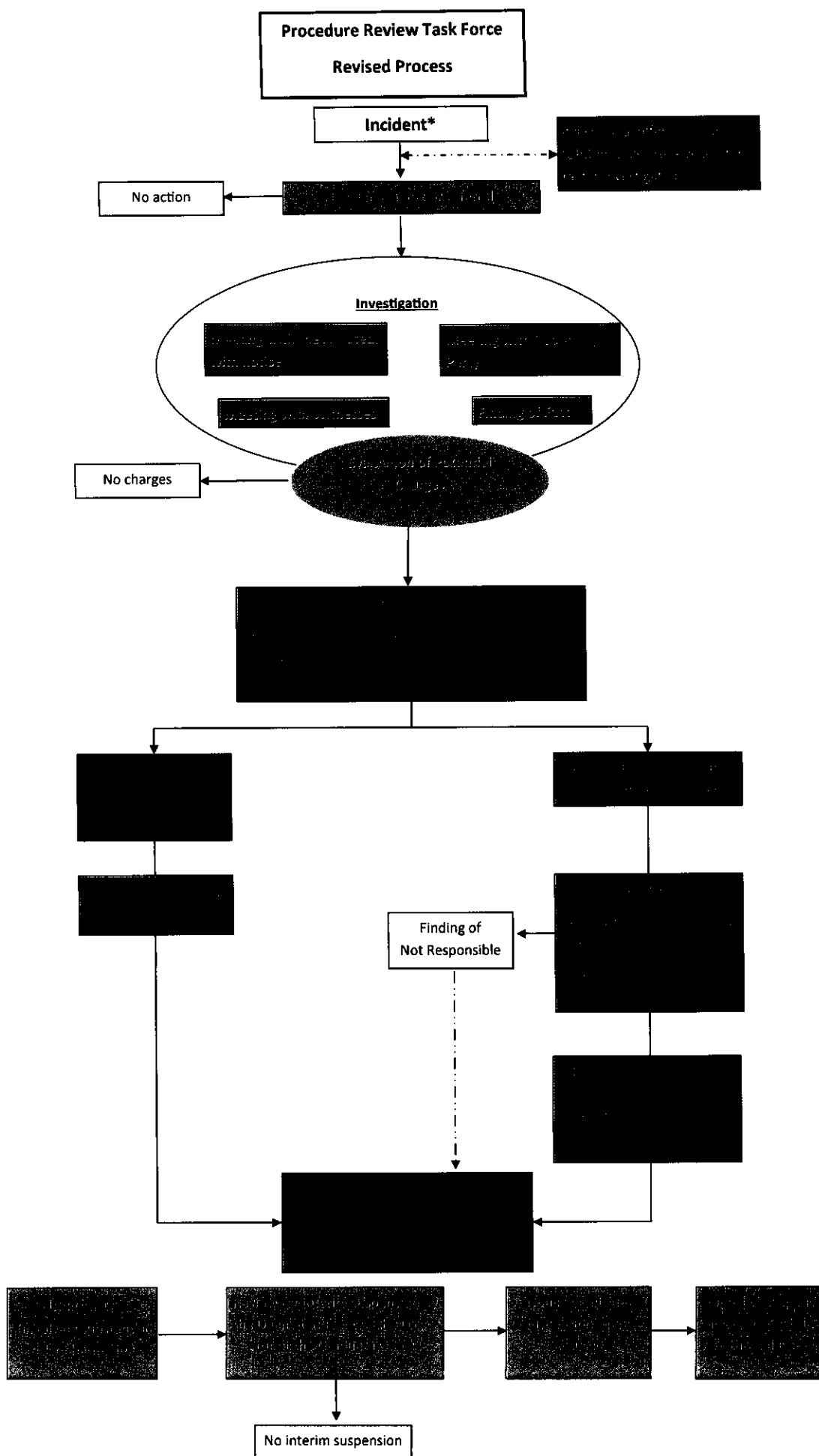
Article XIV: **Resolving Allegations of Misconduct Committed by Student Organizations**

- A. Student organizations are expected to maintain appropriate standards of conduct that are commensurate with those expected of individual students in the university community. All student organizations will be held responsible by the university for abiding by federal, state, and local laws, as well as all university policies.
- B. Student organizations are collectively responsible for any actions committed by members that serve to reflect upon the organization as a whole or upon the university community. Disciplinary action against organizations is separate from disciplinary action taken against individuals. Proper adjudication of an incident may necessitate actions against both an organization and its individual members.
- C. Any organization with restrictive membership clauses which discriminates on the basis of race, color, religion, national origin, sex (except as exempted by Federal Regulations), sexual orientation, marital status, age, disability, or veteran status will not obtain or maintain university registration or recognition.
- D. Student organizations may not engage in hazing activities.
- E. When a student organization, including social Greek organizations, is charged with a violation of the Indiana University Code of Student Rights, Responsibilities, and Conduct, the case is referred to the Office of Student Involvement and disciplinary actions will be pursued as outlined in the student organization conduct process.
- F. Student organizations in violation of the Indiana University Code of Student Rights, Responsibilities, and Conduct will be subjected to sanctions, including, but not limited to, termination of university registration, restriction or suspension of the use of university facilities or services, suspension of the privilege to sponsor events or recruit new members, the loss of university funds, and restitution of damage(s).

Comment [TB25]: New to these procedures

Article XV: **Interpretation and Revision**

- A. Questions of interpretation of these procedures will be referred to the Dean of Students or his or her designee for final determination. These procedures will be reviewed every five (5) calendar years or at the request of the Dean of Students under the direction of the Director of Student Conduct or his or her designee.



Procedures for the Adjudication of Allegations of Personal Misconduct

Proposed Revisions

Approved by the Faculty Council Executive Committee
on April 15, 2014



Disciplinary Procedures Revisions

April 15, 2014

Charge of the Team

- Charged by Dean of Students, Jason Spratt
 - Review current procedures
 - Ensure compliance with Title IX/DCL and VAWA/SaVE
 - Align with best practices supported by the Association of Student Conduct Administrators (ASCA)
 - Other applicable case law
- New procedures should be fundamentally fair and rooted in best practices



Disciplinary Procedures Revisions

April 15, 2014

Revisions Team

- Robert Yost – Science
- Gina Gibau – Liberal Arts
- Sherry Queener – Graduate Office
- Tom Gannon – General Counsel
- Lindsey Kovner – General Counsel
- Michael Mullins – General Counsel
- Chad Ahren – Student Involvement
- Aaron Hart – Housing and Residence Life
- Josh Skilman – Housing and Residence Life
- Sara Dickey – Housing and Residence Life
- Kevin Figg – IUPD
- Barath Raman – Graduate and Professional Student Government
- Greg Paris – Undergraduate Student Government
- Brian Tomlinson – Student Conduct
- Dana Davidson – Student Conduct

Procedures have also been endorsed by:
Faculty Council Executive Committee
Faculty Council Student Affairs Committee
Student Affairs Leadership Team
Housing and Residence Life
Indiana University General Counsel
Indiana University Police Department



Disciplinary Procedures Revisions

April 15, 2014

Compliance Mandates


- Title IX of the Educational Amendments of 1972
- Jeanne Clery Disclosure of the Campus Security Policy and Campus Crime Statistics Act (Clery Act)
- 2013 Violence Against Women Act Reauthorization
 - Campus Sexual Violence Elimination Act (Campus SaVE)
- White House Task Force on the Protection of Students from Sexual Assault
- OCR enforcement efforts



Disciplinary Procedures Revisions April 15, 2014

Compliance Mandates


- Emphasis on having disciplinary processes that are *prompt, fair, impartial, equitable, effective*
- **At stake: Title IV funding, significant fines and corrective action, and unmeasurable impact on the university community**

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Disciplinary Procedures Revisions April 15, 2014

Best Practices – Guiding Documents


- CAS Standards for the field of student conduct
- *A Twenty-First Century Model Student Conduct Code and with a Model Hearing Script* (Stoner and Lowery, 2004)
- *Judicial Complaint Resolution Models for Higher Education: An Administrator's Guide* (Baker, 2005)

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Disciplinary Procedures Revisions April 15, 2014

Best Practices – Form and Function


- Disciplinary procedures consist of three distinct phases
 - Pre-adjudication/investigation
 - Adjudication
 - Appeal
- Conduct officers are properly credentialed and trained
- Hearing boards are representative of the university community, are properly trained, and held to the standards necessary to provide effective outcomes
- Appeals are strictly a review of the process

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Disciplinary Procedures Revisions April 15, 2014

Notable Revisions


- Create clear separation of the three phases of the process
 - Provide a clear investigative and charging process
 - Refine the formal hearing phase
 - Create a true appeals phase
- Properly separate interim suspension procedures from the investigation
- Creation of a Tier I (non-separation) and Tier II (separation) classification system
- Creation of a sanction guidance document

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Disciplinary Procedures Revisions April 15, 2014

Notable Revisions (cont.)

- Revise and expand the hearing commission membership
 - Create a sustainable membership
 - Include "At-Large" appointments made by the DOS
- Address compliance mandates
 - Provide the procedural equity expected
 - Address training requirements
 - Define consent
 - Refine timelines to allow for a prompt process


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Disciplinary Procedures Revisions April 15, 2014

Questions, Comments, Concerns

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