Indiana University School of Social Work
Faculty Senate Minutes- *corrected*
December 11, 2009

Attendance: M. Adamek, I. Barbosa, B. Barton, J. Bell, R. Bennett, C. Black, S. Boys, K. Byers, C. Campbell, B. Cournoyer, J. Daley, D. Davis, E. Fitzgerald, G. Folaron, S. Gass, C. Hostetter, P. Howes, K. Khaja, S. Khamis, S. Larimer, K. Lay, D. Lynch, G. Majewski, B. McAllister, L. McGuire, K. Moffett, A. Omorayo-Adenrele, A. Osborn, P. Ouellette, M. Patchner, C. Quinn, T. Roberts, S. Sullenberger, C. Snyder, R. Vernon, M. Walker, B. Weiler, D. Westhuis

In Bloomington: L. Duggan, J. Vargo

In Gary: M. Thomas

In South Bend: J. Beathea, M. Ramsay, P. Newcomb, S. Perez

Call to Order: 10:05am EST

Agenda: No modifications to the agenda.

Minutes: *Call for vote.* The corrected minutes of Nov 20, 2009 were approved by voice vote.

I.   **Annual Faculty Evaluations**

          Guest: Carol McGarry, Assistant Dean of the Faculties, Faculty Appts and Advancement
- New approach to annual faculty evaluations for IUPUI , Blmgton & all of SW
- Accessed through ONESTART
- Reporting ties into HRMS, SIS, IUIE, Grants administration
- Dean could pull report on number of publications, credit hrs, etc
- Easier to go to state legislature to argue for funding
- STEPS: Log into ONESTART, click on Services tab, then Admin Systems, then Academic and finally: Annual report worksheet
- Instructions available by clicking on "General use documentation"
- Click on tabs across the top to enter data: Honors, Publications, Courses, etc
- Each tab has space for comments/other info
- Courses tab: courses for which you are the Instructor of Record will show up automatically. You can add or delete courses.
- Grants: grant for which you are PI will be automatically posted as well.
- Services: If you are serving in a role that is not listed, let us know so we can add it.
- You can copy and paste text, but no import function for now
- No spellcheck function
- Most sections have drop down boxes to select from
- Available throughout the year for employees to add information
- The submit date will be set by each school—SW reports will be due mid to late January. January 20th was suggested.
- It is possible to "unsubmit" if an employee prematurely submits their report

II.   **New Course Request** (B. Bennett on behalf of the MSW Committee)

 A new elective, *S600 Children with Special Health Care Needs,* has been approved by the MSW Committee as part of the Jason Baker Initiative. P. Newcomb asked if there is demand for this elective. Hoping demand will develop. Four student fellowships are also being funded and those students will take the course. S. Viehweg will teach the course.

Call for a vote: Motion approved.

III.   **Policy on Combining Concentrations**   (B. Bennett, D. Westhuis)
This policy has become problematic. Students not getting content that they need. MSW Committee voted to discontinue offering combined concentrations. D. Westhuis--Licensure concerns. B. Barton asked about the effect on the number of students choosing leadership. D. Westhuis stated it may reduce number of leadership students, but we expect to extend the leadership concentration to students from partner campuses. K Byers- when wd it take effect? Spring 2010 except for those already doing a combined concentration.   G. Folaron concerned about Child Welfare folks going to Ldership. J Bell- students are taking Child Welfare content.

Call for a vote: Motion approved by voice vote. 1 no vote , 3 abstentions

IV.   **Accessing and Using Public Drives**   (S. Khamis)

Reasons to use IUSSW file server:

- Business continuity
- Minimize operation downtime
- We have a production server and a backup server located in Sameeh's office. Both are synchronized on a daily basis.
- If both servers fail, our documents are backed up on the UITS server at IT building
- UITS backs up their server daily as well
- Most common reason for losing data: Hard drive failure
- Y drive: has private files and folders for each employee
- X drive: public drive for file sharing
- Our server security is maintained at all times
- Archives kept for 2 weeks

To connect to the IUSSW server remotely you must set up and dial a VPN connection and map to a network drive:

- Go to a web browser and type: VPN.iu.edu
- Key in username and passphrase
- The first time you login, the program will download. Accept the certificate.
- Once your VPN connection is established, you can map to the network.
- Go to: My computer, tools, Map network drive
- Assign a letter to your drive

- Enter a path to your folder: //in-socw-iussw2/home$/your username
- You will be prompted again for your credentials. Put: ads/your username
- Same process for setting up access to the Public (X) Drive

Sameeh will email the link and a document with instructions.
http://www.iupui.edu/~isfk400/vpn

K. Byers used public drive a lot when working on documents collaboratively with SPEA. M. Patchner we are working on emergency preparedness and this will be very helpful to have these procedures in place. Please see Sameeh if you need assistance. M. Patchner acknowledged C. Flynn, C. Snyder and A. Godby-Schwab for all of their work on the Business Continuity Plan. Send an email to S.Khamis once you have connected remotely. G. Majewski connected from home following Sameeh's directions and it worked smoothly.

V.   **Compensation for Summer Classes** (B. Vernon)
B. Vernon mentioned there is a rumor that the Research Task Force recommended caps on compensation for summer teaching. G. Majewski clarified that the rumor stemmed from a discussion in the Research Task Force on ways to enhance research; however, there was no such recommendation.   The discussion related to capping overloads, not summer pay for teaching.

VI.   **Budget updates** (M. Patchner)
We have seen improved economic indicators nationally. Indiana recovery may be slower. As a school we may have to take some measures to address the economic downturn. The university took a 4.2% budget cut at the beginning of the year. We managed that seamlessly. Second round of state cuts will be $150K for higher education in Indiana- a 6% cut overall. We are waiting to hear what the SW cut will be. We are working on a plan to absorb the cuts. Increase in tuition will help absorb cuts. We have to maximize our revenues.   We may allow students on waiting lists into classes or add sections if there is a long waiting list. Bulk of our income is from tuition. Four years ago our analysis of tuition from surrounding schools of social work and found that our tuition was lowest. We repeated the study 2 years ago—we were second to the last. So we increased MSW tuition which is helping us absorb cuts. C. Quinn- Can we use the shared drive to post ideas for cost-cutting measures? M. Patchner welcomes such input.

VII.   **MSW Director's Position**   (M. Patchner)

We have one of the largest and most complex MSW programs in the country—too much for one position.   In the past we had an Associate Dean for Systems with responsibility for campuses beyond IUPUI.   M. Patchner has decided to change the MSW Director position

from "Executive Director for MSW Programs" to a "Director of the MSW Program for IUPUI and Ft Wayne." System responsibilities will be shifted to our Associate Dean. In light of our Strategic Planning processes this change is intended to enhance our functioning as a system school.

Questions: C.Hostetter –would Associate Dean system responsibilities be for the MSW program only? Yes, for now. May change down the road. S. Gass—how will this impact our roles? Student services and Field staff at IUPUI have been serving systemwide—that will continue.   Goal is to have the school work more efficiently and more effectively. P. Ouellette-will the reporting structure change? Will go through the Associate Dean's office.   G. Majewski- there will be an internal search for this position. G Majewski seeking volunteers for the Search Committee. Davis---timetable? Spring semester. Goal is to identify a person by April to allow time for transitioning.

VIII. **Old Business**
  None at this time.

IX. **New Business**
  None at this time.

Announcements:

Special Presentation at the White House.   M. Patchner announced that he accompanied I. Queiro-Tajalli and K. Khaja to the White House last week. Irene and Khadija presented their work on post-911 treatment of Muslims in the U.S. to a small audience including Richard Reed (who has his BSW and MSW from us) and is a Special Advisor to President Obama.

Holiday Party. This afternoon at 4pm in the Commons.

IUPUI Campus Priorities.   There will be a short meeting for IUPUI faculty immediately following Faculty Senate on IUPUI Campus   Priorities.

Trustees Teaching Award. C. Hostetter, B. Vernon and K.Lay will be circulating information about the Trustees Teaching Award. Nominations will be due in Feb or March.

Dissertation Final Defenses. M. Adamek announced that Jaylene Schaefer successfully defended her dissertation Dec 7th. James Brown will be defending his dissertation Jan 22nd.

  NEXT MEETING: Friday, Feb 26, 2010   10am

Meeting adjourned 11:40am.

Respectfully submitted,
Margaret E. Adamek,
Faculty Senate Secretary

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