IUPUI School of Education Faculty Affairs/Budgetary Affairs Committee

2011-12 Annual Report

Committee Members: Brendan Maxcy, Monica Medina; Flip Robison; Jose Rosario; Elee Wood (chair); Linda Houser (ex officio); Pat Rogan (ex officio); Josh Smith (ex officio), Pat Stites (ex officio).

The IUPUI Faculty Affairs/Budgetary Affairs Committee met monthly during the 2011-12 academic year. The Committee served in an advisory capacity to Executive Associate Dean Pat Rogan on budgetary and faculty affairs matters and also made policy recommendations on related matters. Quarterly financial reports and enrollment figures were regularly reviewed and discussed at meetings. The major actions taken and issues discussed for the year are detailed below.

1. Policy review and update: During the fall retreat for IUPUI SOE faculty, several discussions on governance and policy for the school prompted the need for review and updating to those policies that most affected faculty on the IUPUI campus. A significant task for the 2011-12 IUPUI Faculty and Budgetary Affairs committee then involved discussion and review of SOE policies that required IUPUI campus or unit-specific interpretations or provisions. This included an inventory of all existing SOE policies, whether they required an IUPUI interpretation (e.g. to reflect campus/unit specific practices or expectations), and to prioritize those policies which would require review or revision. In addition to the inventory, the committee recommended a more explicit documentation of all policies on the IUPUI SOE intranet to increase access to these policies. This will include an on-going effort to provide better access to the policy statements via the intraweb. Two major policies, Faculty Annual Review and Faculty Work Load took the majority of the year for deliberation and development.

> a. Faculty Annual Review. The present policy includes IU Bloomington-specific language that does not fully represent the campus-based policies and expectations at IUPUI. The committee reviewed multiple iterations of the policy including recommendations from the faculty. Notable discussion around the policy included the role of non-tenure track faculty, clarification of the definitions for the rating system, caps or quotas on number of faculty receiving outstanding ratings, and the timeline for review. The final revised policy will be submitted to the Policy Council for review and approval in the fall of 2012. This will include a short policy statement that will establish the basic process and purpose; a second set of guidelines for review will be included.

> b. Faculty Work Load. The present guidelines, similar to the Faculty Annual Review, contains IU Bloomington-specific language that does not always apply to IUPUI. The new policy will spell out guidelines for all faculty with

specific details for lecturer, clinical ranks, pre-tenure, and tenured faculty. In addition to the workload (defined in terms of percent effort), the policy will include details on course buy-out expectations and limitations. The final version of the policy will be submitted to Policy Council for review and approval in the fall of 2012.

2. Diversity Fellow. Members of the committee reviewed a report from the IUPUI SOE Diversity Task Force which outlined a series of strategies and recommendations for further development of the school's efforts. Among the recommendations was to establish an administrative position as a Faculty Fellow to assess current practices and help identify benchmarks related to student and faculty recruitment and retention. The individual would work with key personnel, programs and committees to develop a unified plan for increasing diversity and provide leadership in the implementation and evaluation of the plan. The Faculty Fellow would report to the Executive Associate Dean. A search committee was formed and a fellow will be in place by summer 2012.

3. Graduate and Professional Programs. The committee discussed and reviewed additional governance policies including the composition and leadership of Graduate and Professional programs at IUPUI. While there is no official IUPUI SOE Graduate Programs Standing Committee of the Policy Council, there is substantive campus-based activity that requires leadership and coordination. Prior to this there was an appointed chair of graduate programs and an ad hoc committee. The need to formalize the membership and leadership of the committee came as part of the fall faculty retreat. Following the proposal from a faculty work group, the committee reviewed and approved a new structure for the composition of the committee on graduate programs in the SOE at IUPUI and made provisions for the selection of a chair of that committee. The composition of the new committee will include all program coordinators for graduate programs. The committee will nominate two members to the Executive Associate Dean to serve as the chair of the committee.

4. IUPUI-SOE Initiatives. The executive associate dean presented a wide range of initiatives for AY2011-12, these included the establishment of several scholarships and fellowships intended to increase diversity among the student body, as well as to attract high-performing students to both graduate and undergraduate programs. In addition to these funds, the EAD made recommendations on the Faculty Fellow for Diversity.

5. Program Enrollments. Members of the committee wrestled with the instability in education program enrollments. This situation is currently happening across campuses in the IU system and elsewhere due in part to the continue changes to teacher certification/licensing rules. IUPUI SOE program enrollments at both the graduate and undergraduate level appear to be shifting downward, although there is insufficient data to substantiate this as a trend. Throughout the year members of the committee actively discussed the implications of shrinking enrollments while at the same time considering the rise of online courses. This included conversation on the need for development of new programs and certificates, as well as increasing the online presence.