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Faculty Senate Meeting Date: 4/30/10 Began: 3:02 p.m. Approved Minutes. Revised May 8, 2010

ATTENDANCE: Lesa Cagle (Faculty Senate Chair), Kent Scheller (Vice-Chair), Chad Tew, Marie Opatrny, Todd Schroer, Adrian Gentle, Sudesh Mujumdar, Mellisa Hall (Recording Secretary), Robert Hooper, Vella Goebel, Peter Cashel-Cordo, Joy Peluchette, Zach Evans (News Editor, The Shield), Brian Posler (Vice Provost), Kathryn Draughon (Director of Institutional Research and Assessment), Peggy Harrel (Director of Graduate Studies and Sponsored Research), Mark McKnight (Chair, Assessment Committee), Jeanne Melton (guest and member Faculty Affairs committee), Chase Ford (guest).

PROVOST’S REPORT:

1. Smoking Committee’s recommendations received favorably. Enforcement of any new policy is still a concern.
2. Calendar continuing to be discussed: primary concern about commencement day-of-the-week.
3. Dr. Karen Sproles accepted position in another university. Search to fill the position will move forward.

ANNOUNCEMENTS:

Elections for Faculty Senate Positions 2010 – 2011:

College of Liberal Arts: S. Zehr, alternate S. Hall
College of Nursing and Health Professions: M. Shirey, alternate M. Ostendorf
Science & Engineering: K. Scheller, alternate R. Hudson
College of Education & Human Services: R. Boostrom, alternate G. Huang
College of Business: D. Sevastianova, alternate Sudesh Mujumdar

At –large Faculty Senate Representative: Brandon Field and the alternate is Rob Millard-Menedez.

4/16/10 Minutes approved as amended: K. Scheller, V. Goebel. Motion passed.

Topic	Discussion	Decision
OLD BUSINESS:		
Diversity Committee	Vision and goals have been established. Progress is being made and the committee’s report is being finalized through the office of Institutional Research and Assessment. Community partnerships also being	Ongoing.

	entertained/Provost Coudret.	
Guidelines for Teaching Abroad	Was presented to Academic Affairs council.	Continued discussions will occur amongst the Deans and Academic Affairs. Discuss during fall meetings 2010
Student Affairs Committee	English as a second language communication charge. University Student Affairs: Dean Schonberger states the following: <ol style="list-style-type: none"> 1. The policy is not illegal. 2. The policy is an effort to be inclusive 3. USI can confirm that our policies are being followed 4. The policy should be re-worded to make more understandable 	Report pending.
Faculty Senate Roles and Responsibilities	No further edits.	Faculty Senate job descriptions will be posted to Faculty Senate web-site.
NEW BUSINESS:		
Assessment Committee	Charge 1: Promote completion of on-line teaching evaluations. Addendum developed for consideration (suggestion for syllabi). Charge 2: Process for changing student evaluation teaching forms. Any suggestion to be processed through Assessment Committee. Standard Charge: Cataloging of assessment practices throughout each college. Pilot planned for next year.	Motion to accept entire report as written. C. Tew, S. Mujumdar. Motion passed.
Curriculum Committee Report	Per Brian Posler, the Curriculum Committee had a discussion of developing additional university certificate programs but no decisions finalized.	Motion to accept report as written: R. Hooper, K. Scheller. Motion passed.

<p>Faculty Affairs Committee Report</p>	<p>No report received. Request to carry over report to Fall, 2010. Discussion about no committee activity. Motion: Faculty Senate requests statement of explanation concerning the reason the committee did not carry out responsibilities as charged. K. Scheller, V. Goebel.</p> <p>Motion to review previous charges for 2009-2010 to fall Faculty Senate retreat. P. Cashel-Cordo, S. Mujumdar.</p>	<p>Motion: passed.</p> <p>Motion: passed</p>
<p>Responsible Conduct of Research Committee and RCR Training Program – Dr. Peggy Harrel</p>	<p>Responsible conduct of research (RCR) discussed. Violations or infractions of responsible research are made public and reflect negatively on institutions violating.</p> <p>National Science Foundation (NSF) rule: any institution applying for funding must certify that institution has written plan for training and oversight of research. Representative has to be appointed by the university. A university plan will be written and a committee will meet routinely to assure plan is being followed.</p> <p>Peggy Harrel requested nominations for committee membership. Training and oversight plan handout distributed. See bottom of minutes. Institutional Review Board (IRB) Committee will be a segment of the RCR Training Program.</p>	<p>Faculty Senate members expressing interest:</p> <p>M. Opatrny M. Hall</p> <p>Email Emily Lynn with additional faculty interest.</p>
<p>Faculty Senate Chair Election</p>	<p>Nominations: A. Gentle (K. Scheller) and C. Tew (S. Mujumdar)</p> <p>Move to close elections: R. Hooper, K. Scheller.</p>	<p>Chair elect: A. Gentle.</p>
<p>Other discussion:</p>	<ul style="list-style-type: none"> • Consider expanding the role of Vice-Chair. • Consider student worker to take minutes during meetings. • Consider requesting mid-year reports from all uUniversity committees • Job type descriptions needed for 	

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	Senate Committees, Committee chair persons and Vice Chair.	
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Meeting adjourned at 4:15p.m.

Next meeting: fall workshop. Date: to-be-determined. (Tentatively August 25, 2010)

Responsible Conduct of Research (RCR) Handout
Training and Oversight Plan
April 30, 2010

USI is charged with developing a Responsible Conduct of Research (RCR) Training and Oversight Plan to provide appropriate training and oversight in the responsible and ethical conduct of research to students. The National Institutes of Health have defined nine areas of the Ethical and Responsible Conduct of Research:

1. Data Management
2. Conflict of Interest
3. Human Subjects
4. Animal Welfare
5. Research Misconduct
6. Responsible Authorship
7. Mentor/Trainee Relationship
8. Peer Review
9. Collaborative Science

Members of the IRB and the Endeavor committee and faculty who attended an RCR webinar in November, 2009 form the initial core of the committee. This committee will define RCR for our institution and develop and modify a written training and oversight plan. The Sponsored Research Office will schedule and host a meeting of interested faculty. We will provide materials and web resources to the group. NSF has May deadlines for programs to which we intend to apply.

Some good web sources of further information on RCR:

Please contact Emily Lynn at if you would like more information about RCR or the RCR committee.

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