Written Reports for Faculty Meeting
May 2, 2024

Faculty Senate

Prepared by Bharath Ganesh-Babu, Faculty Senate Chair

The Faculty Senate met eight times since the Fall 2023 faculty meeting. The full minutes of the Faculty Senate can be found [here](). Highlights from each month follow.

September 2023

The senate approved:
- Election of pending seats for the committees
- Approved Honor Council constitution
- Passed a motion to remove a senator from CAS II, whose program moved to the College of Business

October 2023
- The Senate did not conduct any business.
- The Senate heard updates from Financial Aid.
- The Senate heard updates on early review from rpk GROUP.

November 2023
- The Senate provisionally approved the graduating candidates for December.
- A resolution on insurance premium [equity]() was discussed. Input from the CFO was sought.

December 2023
- The CFO spoke to the rationale of the three-tier insurance premium system. The resolution was tabled, and the sponsors invited to the benefits committee meeting.
- The Senate approved curricular proposals.

January 2024
- The Senate approved several curricular proposals.
- In the open forum, a senator expressed concerns about the BIAS committee process not available in the Faculty Handbook. Language will be proposed and forwarded to the Faculty Concerns Committee.

February 2024
- The Senate approved several curricular proposals.

- Concerns were raised about scheduling of classes in incompatible rooms. The Provost's Office indicated that they were working to resolve the root cause of the issue.
- Concerns about the due date for midterm grades were raised. The deadline was moved to March 18, after the Spring Break.
- In accommodating the athletes, a need to schedule classes optimally was raised.

March 2024
- The Senate approved several curricular proposals.
  - There was spirited discussion around the VUE proposals, with arguments against their passage by a department chair and a senate committee chair. Ultimately, the majority voted to pass the VUE courses, which will start in Fall 2024.
- Concerns on FAFSA delay and potential effects on enrollments were raised. The enrollment office indicated proactive measures in providing the best estimates to some families.
- CoNHP is partnering with Relearnit to provide online graduate degree programs in healthcare.
- The Senate remembered Lissa Yogan.
- Senators were concerned about the program discontinuance process, especially revocation of tenure for faculty whose departments were left intact while the majors were terminated. The question of whether tenure was tied to departments or to the university was raised.
- Departments that were authoring responses to the discontinuance process were asked to utilize the Office of Institutional Effectiveness and the Provost's Office for resources.
- The early retirement option was available to those eligible.

April 2024
- The Senate approved several curricular proposals.
- The Senate provisionally approved graduating candidates for May 2024.
- The Faculty Senate Executive Committee brought a resolution to the senate to assemble an ad-hoc committee to review and update the Faculty Handbook and Bylaws. The resolution passed.
- A senator brought a resolution to the floor challenging the appropriateness of revoking tenure for faculty whose departments were not eliminated, but majors were. The resolution passed.
  - The President, in accordance with the resolution, asked whether it would be acceptable to terminate those faculty whose programs were eliminated. It was agreed that this approach would follow the handbook.
- In the open forum, a resolution for insurance premium equity was raised again. The resolution passed.

- A senator indicated that a few faculty members in her constituency had approached anonymously requesting a no confidence motion against the board of directors. No formal resolution was brought to the floor. No process exists in the handbook.

University Council

Prepared by Patrick Sullivan, University Council Chair

There is no additional report from University Council.

Enrollment Report

Prepared by Jill Schur, Vice President for Enrollment and Marketing

The enrollment cycle for incoming class of Fall 2024 is continuing later than usual due to the delay in the FAFSA process as our undergraduate population is predominantly dependent on state and federal aid. Domestic numbers for applicants and admits are trending up across freshman, transfer, and graduate students. Undergraduate deposits are down approximately 20% compared to this date in 2023, despite increase in applications and admits in Indiana and Illinois. We are seeing positive results in our work to increase Hispanic enrollment with a 17% increase in applications. International numbers are severely impacted not only by transcript evaluation requirements, but also agent fee increases of competitors. We are currently working on a process to assume cost for transcript evaluations for international applicants and reaching out to agents to adjust our fees.

The Office of Financial Aid began receiving FAFSA results at the end of March and began sending award letters on April 1. Nationally the FAFSA completion rate is down 25% compared to last year at this time. April 15 was the deadline for Indiana residents to receive state aid. As of this report, Financial Aid has sent out 2,484 aid packages which is approximately half our admitted student numbers. As in previous years, residents who submitted after that date were still eligible for state aid such as the O'Bannon Grant and 21st Century Scholars, until funds were exhausted. We are working to package students and guarantee this funding anticipating approval.

We have a robust communications campaign to address questions and remaining concerns for prospective families including Spanish language financial aid information sessions, individual appointments, and mailings.

Student Success and Retention Update

Prepared by Laura Sanders, Executive Director of Student Success

Development of Student Support Network

- Starting in July 2023, the student success team was formed to develop a student success support network across campus. The core team members include:
    - Laura Sanders, Executive Director
    - Tayler Dove, Director of the Academic Success Center
    - Melissa Healy, Student Success Coach
    - Christina Hearne, Director of Access and Accommodations
    - Kristi Hotter, Office Coordinator

- Advisory Committees were then created to provide a campus-wide perspective on student success initiatives.
    - The Student Success Advisory Team consists of representatives from each college to share college updates, student observations, concerns, etc. from their perspective.
    - The Student Success Task Force consists of representatives from units across campus who regularly interact with students to share observations and to develop interventions and support programs.
    - Next Step: Develop new opportunities for regular communication and collaboration with faculty members who play a key role in student success and retention in the classroom and as faculty advisors.

- Campus Partnerships are being formed to increase communication and to collaborate on ways to meet the needs of our students.
  Some examples include:
    - Student Life Division
    - Office of Multicultural Programs
    - Council of Academic Advisors
    - Counseling Center
    - Financial Aid Office
    - Access College and Bloom Program
    - Athletics

Retention Tools and Student Interventions

- GS 390 Holistic Student Success now being offered during the 2nd 7 weeks help students reboot.
- Several Starfish training opportunities have been offered for faculty and staff on flag triage, communication, and how to use the Starfish Retention Scores.
- Starfish Progress Surveys and Midterm Grades – Faculty members played a significant role this year by completing Starfish progress surveys and submitting midterm grades for

all students This team effort made it possible for timely student interventions and targeted academic support to be provided for the students who needed it.

- Since our contract with Starfish will be ending at the end of Spring 2025, a review process has been started to evaluate various retention software options. This process will start with a needs assessment survey that will be sent to all faculty and staff to provide feedback.

Student Success Initiatives Currently in Development

- Summer letter being sent to incoming students regarding programs and services provided by the Access and Accommodations Resource Center including early completion of the intake form.
- Training program on student disabilities and accommodations to educate and strengthen the campus support network for the AARC and the students.
- Implementation of the Learning and Study Strategies Inventory (LASSI) for all incoming students at FOCUS to access their college readiness and to develop early programming to address common barriers.
- Additional academic support opportunities for athletes.
- Redesign of the GS 100 Strategies for Academic Success course to include more applications of learning strategies to the student's current coursework.
- Early outreach and support for incoming students who have been identified by Human Capital using data analysis based on the success of previous Valpo students or through observations by our staff in the Office of Admissions.
- Updated Academic Advisor Handbook and training materials including a bi-weekly advising newsletter including regular updates.

Christopher Center Library
Prepared by Patricia Mileham, Dean of the Library

Personnel Highlights

Our colleague, Professor Kim Whalen, who joined us in Fall 2011 and served as subject librarian to CONHP, Kinesiology, and Career Services, ended her time with us in January 2024. Professor Jon Bull stepped into those areas as the new subject librarian and Professor Grace Biermann joined us for the Spring 2024 semester to support the areas Professor Bull previously held. The Library faculty will be in discussion prior to fall classes beginning to determine how to best continue our subject librarian support of all campus departments, programs, and colleges. Please consult the Library Directory for the most up-to-date subject librarian information.

- https://library.valpo.edu/directory.html

In CCLIR Building Partner news, we've welcomed new members of the Student Success Services:

- Melissa Healy, Student Success Coach, CCLIR-250, x5929
- Kristi Hotter, Student Success Office Coordinator, CCLIR-410, x5524
- Griz Montanez Serrano, Bloom Scholars Program Student Success Coach, CCLIR-410, x5604
- Raymond Blackman, Bloom Scholars Program Student Success Coach, CCLIR-400B, x5698

Operations Update: Library's Integrated Library System (ILS); Faculty Study Refresh; CCLIR's Summer 2024 Hours

Library's Integrated Library System (ILS) - Led by Professors Ruth Connell and Alison Downey, the Library embarked on an ambitious ILS change these past months. After using the same vendor for over 30 years, changes in open-source library systems support our move to this integrated system that also provides for substantial long-term cost savings. The system goes live July 1, and while the Library will support user education throughout the initial rollout and beyond, based upon other libraries' experiences, we anticipate an easy transition for users.

- https://www.ebsco.com/academic-libraries/products/ebsco-folio

Faculty Study Refresh - The Library collaborated with the Provost's Office to refresh and update the CCLIR's Faculty Study (4th floor). Access to offices in that area has been reconfigured and some furnishing and technology changes have already occurred in the space. With more to come over the summer, we invite you as individuals—and also as groups needing meeting space—to view and consider the changes. We'll debut the new space during an open house-type event celebrating faculty and staff scholarly and creative works on August 29, 2024.

CCLIR's Summer 2024 Hours - Following a study of past summer hours and patron usage, the Christopher Center Library is modifying operational hours for summer 2024. For summer sessions only, this results in earlier closing—at 7pm—on Monday-Thursday evenings, beginning May 14, 2024.

- https://library.valpo.edu/hours.html

Collections Update: Gift to the Library

The Library Rare Book collection is once again a beneficiary of the generosity of the Felten Bretscher family. Seven German volumes of the Wittenberg Edition of the Writings of Martin Luther (1563) have been recently donated to the Library; these are from Reverend Dr. Paul G. Bretscher's personal library. Once catalogued, they will be available for use within the Library's Archives & Special Collections Reading Room. We are grateful to the family for their continued consideration and support of the Library's collections.

Spring Programming Highlights: Valparaiso Scholarly & Creative Works Celebration; Library's Student Art Purchase Award Program Reception

Valparaiso Scholarly & Creative Works Celebration - Faculty and staff were invited to submit citations by April 19, 2024 for refereed scholarship, research and/or creative work published between January-December 2023. In a change from previous practice, the Provost will present the winner of this year's Award for Excellence in Research & Creative Work at the Spring Faculty Meeting, May 2, 2024.

- The Christopher Center is currently hosting a showcase exhibit of these scholarly and creative works through next fall.
- In lieu of the Valparaiso Scholarship and Creative Work Reception normally held in Spring, we will be hosting an open house-type event in the CCLIR Faculty Study on the afternoon of August 29, 2024, with brief remarks at 4:30 p.m.

Library's Student Art Purchase Award Program Reception - The 11th Annual Student Art Purchase Awards were presented at a reception on April 23, 2024. These newest works are exhibited in the CCLIR Fireplace Lounge, 2nd (main) floor, with other works hung throughout the building:

- Library Student Art Purchase Award: Locations in the CCLIR https://libguides.valpo.edu/LSAPA
- Student Projects & Papers https://collections.valpo.edu/digital/collection/studentwork

Brauer Museum

Thursday Afternoons At The Brauer conclude on May 2 for the season; recorded discussions will post once they are available: https://libguides.valpo.edu/c.php?g=1293798&p=9501020/. Our amazing Museum will remain open this summer, with planning work continuing for new exhibitions and preparations for Fall 2024. In addition to some newly hung works from the collection in the Sloan and 21st Century Galleries, we invite you to visit these and other exhibitions:

> 2024 Senior Art Student Exhibition
> Out of Body curated by Professor Sarah Jantzi
> Patterns and Light: Photography by Howard Bond *closes May* 11, *in the Education Gallery.*
> Hope Biermann, curator of the Bond exhibition, will curate a show focusing on the Chapel of the Resurrection, complementing the Architecture of Prayer exhibition; *opening this summer in the Education Gallery*
> The Architecture of Prayer curated by architect Amanda Iglesias, *in various galleries, exhibition runs through September 2024*
> > https://www.valpo.edu/brauer-museum-of-art/exhibitions/

To schedule formal visits to the Brauer for classes or other groups:
https://libguides.valpo.edu/Brauer.

         Brauer Museum Hours, Summer 2024
    May 15 – August 30
      Wednesdays through Saturday
      10 a.m. – 4 p.m.
   Closed June 19 and July 4

Thank you all for your interest and engagement with the Library's and Brauer's personnel, collections, resources, and services. If you have questions, or thoughts to share, please don't hesitate to contact us via one of our contact points https://library.valpo.edu/ref/question.html.

Information Technology

Prepared by the Office of Information Technology
The following is a summary of IT activity between September 2023 and April 2024

Academic and Classroom Technologies
- AVSD Standard upgrades to CLIR 261A, GEM 124, 150, 159, 162, 225, 226, 227, 229, 230, 231, PRW OT Classrooms
- AVSD+ Lecture Capture upgrades to GEM 120 & 224
- Performance recording added to VUCA 1519 for Chorale Performance
- Added streaming and enhanced audio features to the Mueller Refectory

Data Systems and Enterprise Processes
- Working on replacing final elements of WebAdvisor in Self-Service:
  - Degree Audit (WA) to My Progress (SS)
  - Name and Address Updates
- New Functionality in Self-Service
  - Finance Query for Budget Reporting is ready for training and rollout
  - Procurement functionality in evaluation and development
- Improvements and updates to in-house apps including Salaried Leave Request, Math Placement Process, Valpo Transit Tracker, and Travel Enrollment
- Updated Colleague reports and custom processes for departments including Finance, Registrar, and Financial Aid
- Expanding use of Perceptive Content with multiple campus units and offices; currently working with Facilities Management, and Deans' offices
- Developed integrations for Barnes & Noble, Cashnet, FOLIO
- Single Sign on for Barnes & Noble, Cashnet, FOLIO, EBSCO, EZproxy, Yodeck
- Launched Ellucian Experience (service portal) implementation project

- Discovery and consolidation of faculty data and processes in Colleague/Self-Service
- Ensuring PCI Compliance internally and with vendors - documentation of procedures and credit card use policies

Desktop and Office Computing
- Completed upgrade of faculty and staff PCs in Urschel Hall and Kallay-Christopher
- Completed upgrade of staff PCs in Athletics (ARC) offices
- Continuing upgrade of faculty/staff PCs in Christopher Center and Schnabel Hall
- Replaced an older HP color printer on the 1st floor Christopher Center public lab space with a new Kyocera color printer

Campus Technology Infrastructure, and Enterprise Systems
- Deployed a new data backup system and restructuring storage to optimize for recovery
- Proceeding toward implementing new security features and tools available through our Microsoft licensing
- Evaluating potential replacement of WebStorage
- Upgraded Papercut and printing on campus
- Deployed new TDClient software in Colleague to support the new FAFSA

Support Services
- Surveyed 501 students about their experience with IT services and resources, Wi-Fi, campus printing, software availability and collaboration space. While most feedback was generally very positive, we were able to identify some opportunities to better serve our students and will be working to make a few additional options open to them by next fall.
  - Ability to print single sided if selected
  - Laptop docking stations with dual monitors to support use of personal computers
  - Investigating commonly mentioned poor Wi-Fi areas
  - Evaluating available software in the Library and Remote Access Labs
- Hired Eileen Flynn as our new Manager of Support Services. Eileen will be overseeing all OneCard related items and helping to supervise the Help Desk Student staff.
- Regular monthly communication with campus is provided in a newsletter format that is shared with the Campus Chronicle, posted on our website, and emailed directly to those who have requested it. This newsletter shares IT resources, changes, tips, and other work we are doing across campus.
- Migrated Jira and Confluence from on premise to cloud-based service. This was a significant change in the look and feel of the ticketing site for customers and the professional staff that use it to manage their requests.
- 26 Student employees have assisted the department as Help Desk and Student Tech Support staff. These students are very important and allow us the opportunity to be available to customers more quickly and efficiently.

- Number of tickets: IT has worked through 10,200+ tickets in the last 12 months, 7,300 of which have been submitted and completed since the academic year began.
- Hosted 2nd annual Tech Talks week in October to raise awareness on how technology is impacting areas of business and study. We had over 100 students in attendance and 6 total events.

Cybersecurity
- Conducted weekly endpoint security meetings.
- Evaluating and implementing additional security measures on servers and workstations.
- Launched multiple training and phishing test campaigns.
- Conducted a tabletop exercise with OmniSOC - a cybersecurity group out of IU, simulating a cybersecurity incident and our ability to respond effectively to it
- Established an Information Security Council composed of IT directors that meets monthly to go over key reports and security issues - vulnerabilities, access control issues, and plans for improvements

Campus Planning and Space Allocation
Prepared by Jason M. Kutch, CPSA Chair

The Campus Planning and Space Allocation (CPSA) committee deals with university space, parking, signage, and image issues. The Committee is also the keeper of the University Campus Master Plan. The role of the committee is to review all matters pertaining to these categories to be sure they are consistent with the plan's guiding principles. CPSA committee makes recommendations to the President.

We meet every Tuesday at 1:30 so we can respond to your requests quickly. Contact Jason Kutch (jason.kutch@valpo.edu) with items that you wish to have reviewed.

Committee members have heard several updates and presentations related to the buildings and spaces across campus. The following updates, heard at meetings from September 19, 2023 through April 2, 2024, have been discussed and outlined below.

1. Space
   a. **Psychology Lab Construction Plans:** The committee discussed a proposal to make renovations to the lower level of Wesemann Hall to accommodate the Psychology Lab move. The committee requested brighter color options and discussed the need for a color palette for Wesemann Hall.
   b. **Wesemann Space Planning:** Jason shared a map of a potential Wesemann floor plan that was drawn up to apply for a re-draft of the Lily Grant. The grant would fund renovation of these spaces for community use. While there are no current plans to renovate these spaces, Jason wanted to present this map to the committee to keep them in the loop on this process.

c. **RPK Campus Space Planning Moves:** Jason discussed with the committee that he had been asked to lead the process of square footage reduction as a result of the RPK consultants' study and that he would be bringing these items to the committee as they come up.

2. Campus Image
a. **VUCA Interior Accent Colors:** The committee approved two accent colors proposed for the VUCA's building palette: Gold Crest and Beguiling Mauve.
b. **ARC Awning:** The committee approved a proposal to add a gutter and re-shape the awning above the eastside entrance of the ARC. This would fix a safety issue of ice forming at the entrance as well as make the awning look more aesthetically pleasing.
c. **Loke Hall Entry Mural:** The committee approved a proposal for the Art Department and OMP/DEI to paint a mural on the entrance wall of Loke Hall.
d. **VUCA Additional Paint Colors:** The committee approved three additional paint colors for the VUCA's building standards: Moroccan Spice, Sole, and Santorini Blue.

3. Signage
a. **Sigma, Lambda, Gamma Guild/Memorial 114 Decal:** The committee approved a proposal to add a window decal of the crest for Sigma, Lambda, Gamma to their new meeting space in Guild/Memorial Hall.
b. **Center for the Sciences Lobby Posters:** The committee approved a proposal to hang posters in the lobby of the Center for the Sciences that display promotional materials to prospective students and their parents while they tour campus.
c. **Sturdy/Morthland Digital Sign:** The committee approved the installation of a large donor-funded digital sign on the corner of Highway 30 and Sturdy Road. The sign would promote university events to people driving by.
d. **VUCA 2407 Donor Signage:** The committee approved a proposal to install room signs for VUCA room 2407 that recognizes the donor that funded the renovation.
e. **Swingola Signage:** The committee approved a proposal to install signage on the swingola to recognize the class, group, and programs that funded it.
f. **Wayfinding Signage:** The committee approved proposed sign designs for Wesemann, Gellersen, Neils, and Urschel that would assist visitors in finding their way around these buildings.

4. Misc.
a. **Biology Tree Planting:** The committee approved proposed locations for a tree to be planted by the Biology department between Kallay-Christopher and VUCA.
b. **UPC Birdhouse Event:** A proposal was approved to allow UPC to host a birdhouse building event for students. The birdhouses would be installed around campus.
c. **President's Foyer Chair Re-Upholster:** The committee approved a proposal to re-upholster eight club chairs in the President's Foyer.
d. **Sorority Girl Scout Tree Planting:** The committee approved a proposal for the Kappa Delta sorority to plant a tree near the Sorority House with a local Girl Scout group that they mentor. The proposal to add a plaque to this tree was rejected due to no other trees on campus having signage to maintain. A member of the committee offered their help to be an advisor to decide which kind of tree to plant.

e. **Engineering Holiday Tree:** The committee approved a proposal from the Engineering Department to allow students to build a 20-foot holiday tree in front of Gellersen during the next December and January.