PURDUE UNIVERSITY FORT WAYNE | Faculty Senate

Minutes of the
First Regular Meeting of the Nineth Senate
Purdue University Fort Wayne
September 14, 2026
KT G46

Agenda
(as amended)

1. Call to order

2. Approval of the minutes of April 13 and April 20

3. Acceptance of the agenda – E. Ohlander

4. Reports of the Faculty Chairs
   a. Past Chair (Presiding Officer) Report on Senate Documents, SR 26-1 – J. Nowak
   b. Chair (IFC Representative) – E. Ohlander
   c. Chair-Elect (UPC Representative) – D. Miller

5. Special business of the day
   a. Presentation of Robert's Rules – C. Ortsey
   b. Follett's Update – C. Drummond

6. Unfinished business

7. Committee reports requiring action
   a. Approval of Replacement Members of the Programs Subcommittee, SD 26-1 – EC, E. Ohlander
   b. Approval of Replacement Members of the Faculty Affairs Committee, SD 26-2 – EC, E. Ohlander

8. New business

9. Question time

10. Committee reports "for information only"
    a. Report to Faculty Senate from the Honors Program sub-committee (also known as the Honors Council) for the 2025 to 2026 academic year, SR 26-2 – HPS, C. Stumph
    b. End-of-Year Report, Nominations and Elections Committee, Academic Year 2025-2026, SR 26-3 – N&E, S. Buttes

c. End-of-Year Report, Educational Policy Committee, Academic Year 2025-2026, SR 26-4 – EPC, S. Buttes

11. The general good and welfare of the University

12. Adjournment*

*The meeting will adjourn or recess by 1:15 p.m.

Presiding Officer: J. Nowak
Parliamentarian: C. Ortsey
Sergeant-at-arms: Vacant
Clerk: J. Bacon

Attachments:
"Report on Senate Documents" (SR No. 26-1)
"Approval of Replacement Members of the Programs Subcommittee" (SD 26-1)
"Approval of Replacement Members of the Faculty Affairs Committee" (SD 26-2)
"Report to Faculty Senate from the Honors Program sub-committee (also known as the Honors Council) for the 2025 to 2026 academic year" (SR No. 26-2)
"End-of-Year Report, Nominations and Elections Committee, Academic Year 2025-2026" (SR No. 26-3)
"End-of-Year Report, Educational Policy Committee, Academic Year 2025-2026" (SR No. 26-4)

Senate Members Present:
H. Alasti, J. Anderson, J. Barber, S. Bergeson, A. Blackmon, S. Buttes, S. Cody, D. Coroian, B. Dattilo, Y. Deng, C. Drummond, S. Elfayoumy, R. Elsenbaumer, M. Encabo-Bischoff, R. Friedman, J. Houston, H. Idriss, D. Kaiser, H. Luo, L. Lydy, E. Mann, D. Miller, A. Mills, A. Nasr, E. Ohlander, H. Park, L. Roberts, J. Rusert, S. Saunders, R. Shoquist, S. Sun, K. Surface, D. Tahmassebi, H. Tescarollo, G. Wang, M. Wang, B. Wilkinson, M. Wolf, R. Wooley

Senate Members Absent:
N. Adilov, J. Badia, C. Bennett, D. Chen, J. Egger, A. Hare, R. Herrell, E. Hoegberg, S. Johnson, T. Lewis, J. Li, J. Mbuba, J. McHann, P. Mishra, I. Nunez, D. Ohlinger, M. Perkins Coppola, S. Roberts, D. Schuster, J. Yoo

Guests Present:
S. Carr, G. Casaburo, A. Dircksen, L. Frolova, C. Marcuccilli, J. Rupp, S. Steiner, K. Tierney-Louch,

Acta

1. Call to order: J. Nowak called the meeting to order at 12:00 p.m.

2. Approval of the minutes of April 13 and April 20: The minutes were approved as distributed.

3. Acceptance of the agenda:

E. Ohlander moved to amend the agenda by adding Senate Document SD 26-2 (Approval of Replacement Members of the Faculty Affairs Committee) as item b under "committee reports requiring action."

Motion to amend the agenda passed on a voice vote.

Agenda as amended passed on a voice vote.

4. Reports of the Faculty Chairs:

   a. Past Chair (Presiding Officer):

      J. Nowak: First, I would like to thank Senators for their service last year. As seen in SR 26-1 we covered and addressed a record number of Documents in the 2025-26 academic year. We also started the year off with 42 open vacancies on Faculty Senate committees. According to The Hitchhiker's Guide to the Galaxy, 42 is the "Answer to the Ultimate Question of Life, the Universe, and Everything." It seems after last year's achievements; this Academic year is now poised to be one of great personal growth and enjoyment for everyone. Hence, I wish everyone a wonderful 2026-27 academic year at Purdue University Fort Wayne.

   b. Chair (IFC Representative):

      E. Ohlander: I echo the comments of the Presiding Officer. I am serving as one of the two representatives to the system-wide Purdue Intercampus Faculty Council. We have not met yet, but we have the next meeting scheduled.

   c. Chair-Elect (UPC Representative:

      D. Miller: Hello and welcome to our first Senate meeting. This is my 21st year at the university. When I first came here in 2005 my beard was brown, and IPFW (that's what we called it back then) had recently been rated as the best place to work in northeast Indiana by the Fort Wayne Business Journal. As you can see my beard is rapidly moving from grey to white. But more importantly the morale and enthusiasm of the faculty that once existed at this university has faded like the color from my beard.

      The main reason I took the role on the Executive Committee was simple. I want to try to restore some morale and wellbeing to our faculty. As a psychologist I know that the loss of morale is connected to the lack of control and uncertainty most faculty feel. We have had many upheavals at this university in the last decade, from USAP, to the bifurcation of the university, to post tenure review. All of these initiatives have two things in common.

1) They have damaged the morale of this institution and 2) they have done so because the policies that resulted from them were largely developed without meaningful faculty input.

I am aware the legislature has deemed this body as advisory, and the administration does not have to legally abide by our resolutions or recommendations. But just because you don't have to listen to us doesn't mean you shouldn't, or that you can't listen to us.

I think there are two things that could be done to greatly improve the morale of the faculty. First, this body passed by unanimous consent last year Senate Document 25-25. That document requested that Provost Drummond send the post-tenure review policy to the Faculty Affairs Committee of Senate so that this body could help to reshape that policy. I am again calling on Provost Drummond to allow meaningful faculty input into a document that the members unanimously agreed is in need of revision. Second, there is to be a development of a new strategic plan this year. I am going to advocate that faculty wellbeing and meaningful faculty input be a pillar of that strategic plan. I hope the administration will join me in that effort.

5. Special business of the day:

   a. Presentation of Robert's Rules – C. Ortsey

      Please see attached PowerPoint.

   b. Follett's Update – C. Drummond

      If you remember at the end of last semester's Senate meeting, I shared that the university was approached in the spring to consider entering into a universal materials agreement with Follett's. The students would have all of their course textbooks and materials purchased through a single agreement available prior to the first day of class. It is embedded in their financial aid. We have been exploring that over the summer. We have had several meetings with Follett's to clarify specific points. It is getting close to the time to make a decision if we want it to be in effect for students next fall, but maybe even more importantly, to be part of our marketing to prospective students as a cost savings for a single price.

      K. Surface: I would just add that over the summer we also met with representatives from the staff side and all of the pieces that this is also going to deeply potentially impact, possibly in a negative way. Across the board all questions were answered by Follett's in a satisfactorily way. All of our staff entities on the student side of things do support this effort. Just to give you a microcosm, athletics ran the numbers on just student athletes and what they are paying per textbook credit versus what potential cost would be with total access. Total access would save the institution and the student money in this space. There were significant questions asked on

how mobile this is in terms of needs and accommodations and we received satisfactorily responses on how they would do that. This in line with what Carl, Allyson, and I have said across the board, in that there has to be an opt out feature for students, and there is. They can opt out on a semester-by-semester basis. So, a student could be in during the fall semester and then out in the spring semester. There are a lot of variations in this space, but I think I can speak at least for our team unequivocally, and for the support structures, that this would be a positive for students. We have not taken this conversation up with the new student government officers, but we will do so soon.

C. Drummond: PNW has had less than 1% of students opt out.

S. Buttes: Can any textbook be a part of this program? Is it without limit?

C. Drummond: There is a financial analysis at work. Financial analysis is how they set their price point. All reasonable things.

S. Buttes: And non-technical materials as well?

C. Drummond: Some of it, yes. We have to work that out.

A. Nasr: Is it a single price for a full-time student?

C. Drummond: It is a single price for a full-time student. If there is a discipline that is particularly out of whack then we can set a price point for that.

A. Nasr: Instead of a system of opting out, why not have it as opt in? It would be helpful for them.

K. Surface: It is opt in now. That is where I think a lot of this confusion is coming from. A student has to go in and buy, buy, buy, and to get these delivered. It is very complicated for a student, especially to your point, especially first gen, especially incoming. It is way more confusing as it exists right now. We have learned from multiple case studies that we have more students that don't do anything because they just assume they are going to get all of their stuff. They then realize four or five weeks in that did not. We have also worked with financial aid. A lot of it is students in this case using their financial aid income before they bought our textbooks and then they come back and say they don't have the money. So, one of the reasons of doing this all access is to completely simplify it to where the student doesn't have to do anything. They get all of their requiring materials delivered to them maybe a week before or as needed.

A. Nasr: My concern is that students may find out that they are being charged for something they didn't sign up for. I am glad you said it is not just opt out.

K. Surface: We have it so it allows us to do it this way. It allows for a financial aid letter. We are very explicit that this is your absolute all in cost. We can't do that now. What it also does from a financial aid perspective is that we have to overestimate the cost of attendance because there is some variation in textbooks, etc. So, you would be getting a letter saying that you are going to be paying $1,800 in textbooks a semester or a year. We have to go over because of everyone involved. This will end those. This allows us now to say "student one, you are paying x number of educational fees and books, here is the balance."

C. Drummond: The next step is Krissy is going to student government to get input.

K. Surface: Absolutely.

S. Buttes: So, it is going to say "here is Follett's price." Are students going to see the markup and be able to decide? Do students recognize the price differential? Will students be able to get information about pricing before they are able to opt-in or opt-out?

K. Surface: Yes, they can certainly go onto their portal in the summer when they register and see what would be required for their classes.

S. Buttes: Will faculty have the information we need to help students make the right decision? What if the price is too high?

C. Drummond: In the plan, if you as an instructor think the price is too high then you can petition Follett's. There is a mechanism for you to interact with Follett's.

D. Kaiser: It doesn't seem like a bad idea right now, but what about three years down the road? How are we going to control prices for that?

C. Drummond: That is a stipulation of the contract.

A. Mills: There are stipulations of the contract that prohibit them from increasing the price.

6. Unfinished business: There was no unfinished business.

7. Committee reports requiring action:

   a. Executive Committee (Senate Document SD 26-1) – E. Ohlander

      E. Ohlander moved to approve Senate Document SD 26-1 (Approval of Replacement Members of the Programs Subcommittee).

      Resolution passed on a voice vote.

b. Executive Committee (Senate Document SD 26-2) – E. Ohlander

E. Ohlander moved to approve Senate Document SD 26-2 (Approval of Replacement Members of the Faculty Affairs Committee).

Resolution passed on a voice vote.

8. New business: There was no new business.

9. Question time: There were no questions for question time.

10. Committee reports "for information only";

a. Honors Program Subcommittee (Senate Reference No. 26-2) – C. Stumph

Senate Reference No. 26-2 (Report to Faculty Senate from the Honors Program sub-committee (also known as the Honors Council) for the 2025 to 2026 academic year) was presented for information only.

b. Nominations and Elections Committee (Senate Reference No. 26-3) – S. Buttes

Senate Reference No. 26-3 (End-of-Year Report, Nominations and Elections Committee, Academic Year 2025-2026) was presented for information only.

c. Educational Policy Committee (Senate Reference No. 26-4) – S. Buttes

Senate Reference No. 26-4 (End-of-Year Report, Educational Policy Committee, Academic Year 2025-2026) was presented for information only.

11. The general good and welfare of the University:

C. Drummond: On LinkedIn and other social media we have posted a call for nominations for what we are calling a Chief Nursing Education Officer. This will be the person that helps us set up curriculum and developing recruitment for the launch of the Bachelor of Science in Nursing program. This is to admit students in 2028. This is certainly needed for first year students. This has been a long process of fits and starts. We are hopeful that this will be a successful program. Our goal is to have a direct admit program, which is a situation that is different from when we had a Bachelor of Nursing program before. Students will be nursing majors from day one. This is a very important recruiting tool and allows you to attract the strongest possible students. This is a set of in person, primarily face to face, hosted on this campus specifically. Our plan is to have the home base as the second floor of the Science Building. We will probably need more space. This is a very important

opportunity for the university to bring in students. Purdue can redirect students. The West Lafayette program is extraordinarily competitive with their entire first year class. This gives us an opportunity to recruit out of the region.

J. Nowak: Are we going to have stand out uniforms?

C. Drummond: Absolutely. The only question is if it is going to be all black or all gold.

J. Nowak: What are the expectations as far as numbers?

C. Drummond: The licensure and accreditation process requires that you start small for the nursing program. We want to hire a very experienced nursing educator to help us shorten that roll out period. Right now, the way it is structured, you can only begin with a cohort of fifty students. Our hope is to grow the program out to over two hundred students. The demand will be there.

D. Miller: Obviously, this program will compete with the IU program on our campus. Do you expect IU to retaliate by not taking our gen ed?

C. Drummond: No, I don't. There are a couple of reasons. One is that they are extremely satisfied with the education. The second is that it is cost prohibitive for them to create those gen ed courses. They don't have the facilities. They might want to utilize IU Indy online classes for the gen ed, but I think they would have a hard time recruiting a class of nursing students if the first year and a half is all online. I think there are a lot of reasons they wouldn't do that. Chancellor and I visited with Vice Chancellor Garrison and she has known this has been coming for a while. The reality is that the magnitude of the nursing shortage in northeast Indiana is so huge that we would still not fill the gap.

D. Kaiser: We knew there was going to be this. I say, "yeah, let's do it!"

M. Wolf: Is there going to be a relationship with a hospital?

C. Drummond: Yes.

C. Drummond: I wanted to bring up three other things.

Wisconsin has legislation called Act 15 establishing requirements for faculty and instructional staff in the Wisconsin system. Full time faculty in UW campuses must teach a minimum of twenty-four credit hours, so four-fours.

The governor of Oklahoma issued Executive Order 2026-07 that requires the regional campuses to no longer offer lifetime tenure hires. The universities must use fixed terms and contracts depending on performance.

In Kentucky, House Bill 490 allows public universities and boards of trustees to terminate tenured faculty for all kinds of reasons, including financial issues, low student enrollment in a major or program, or costs exceeding revenue, with a thirty-day notice.

Indiana imitates other red states. This is not coming right now, but some of these kinds of measures could be put into state budget bills at the last minute. We will be keeping track of this.

J. Nowak: Who is lobbying for us?

C. Drummond: The university doesn't have a lobbyist. The Purdue Foundation has a lobbyist that stays on top of these things.

M. Wolf: We also have an incredibly persuasive president right now. His chief of staff will be returning. Can we move to persuade the president?

C. Drummond: I need to be careful about how I say this. We all as individual citizens can move in any way we want to. We as members of a public university system have to be careful in how we present ourselves. The answer is yes, but as an individual first. From what we have seen from some of the recent language, we need to be careful.

J. Nowak: I would like to mention that the Teacher Appreciation Day event today in the International Ballroom was completely full. There were a lot of high school students and hundreds of perspective students coming in here. It was a very exciting day. We had the Indiana Teacher of the Year come and give a very empowering speech. We were really motivated by that. She was excellent. She was phenomenal. It was very empowering and exciting.

12. Adjournment: The meeting adjourned at 1:00 p.m.

Joshua S. Bacon
Senate Clerk

PURDUE UNIVERSITY FORT WAYNE | Faculty Senate

Senate Reference No. 26-1

MEMORANDUM

TO The Senate

FROM: Jeffrey Nowak, Presiding Officer
Fort Wayne Senate

DATE: August 28, 2026

SUBJ: Report on Senate Documents

Listed below are the documents considered by the Senate this past academic year. I am distributing this for information only.

SD 25-1 "Approval of Replacement Members of the Honors Program Subcommittee, Programs Subcommittee, and Grade Appeals Board" – Approved and implemented, 9/8/25

SD 25-2 "Approval of Replacement Members of the Faculty Affairs Committee, Programs Subcommittee, Conduct Review Board, International Education Advisory Committee, Nominations and Elections Committee, and Academic Personnel Grievance Board" – Approved and implemented, 10/13/25

SD 25-3 "Amendments to the Sabbatical Policy SD 22-7" – Approved and implemented, 10/13/2025

SD 25-4 "Amendments to the Grade Appeals Policy (SD 82-2)" – Approved and implemented, 10/13/25

SD 25-5 "Amendments to the Bylaws of the Senate" – Amended, approved, and implemented, 10/13/25

SD 25-6 "Amendments to the Constitution of the Fort Wayne Senate" – Approved and implemented, 10/13/25

SD 25-7 "Revision of Academic Regulation 7.4" – Approved and implemented, 10/13/25

SD 25-8 "Approval of Replacement Members of the Educational Policy Committee" – Approved and implemented, 11/10/25

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SD 25-9	"SD 24-17 Membership Amendment"– Approved and implemented, 11/10/25
SD 25-10	"Adding New Members to the FAC Ad-Hoc Engagement Subcommittee" – Amended, approved, and implemented, 11/10/25
SD 25-11	"2028-2029 Academic Calendar" – Approved, 11/10/25
SD 25-12	"Curriculum Subcommittee Bylaws Language" – Approved and implemented, 11/10/25
SD 25-13	"Resolution on Purdue University Unified Admissions" – Withdrawn, 11/10/25
SD 25-14	"Approval of Replacement Members of the Grade Appeals Board and Educational Policy Committee" – Approved and implemented, 12/8/25
SD 25-15	"Membership of Mastodon Athletics Advisory Committee (MAAC)" – Approved and implemented, 12/8/25
SD 25-16	"2029-2030 Academic Calendar" – Approved, 12/8/25
SD 25-17	"Resolution on Purdue University Unified Admissions" – Amended and approved, 12/8/25
SD 25-18	"Resolution re Job Retention in Enrollment Management" – Amended and approved, 12/8/25
SD 25-19	"Update to the Definition of Hazing in the PFW Student Code of Conduct" – Approved and implemented, 12/8/25
SD 25-20	"Library Collection Development Policy" – Approved and implemented, 1/12/2026
SD 25-21	"Ad-Hoc Academic Regulations Task Force Final Report" – Failed in Committee
SD 25-22	"CASTLE Ad-Hoc Review of SoTL in Departmental Promotion & Tenure Practices" – Approved, 1/12/26
SD 25-23	"Approval of Replacement Members of the Honors Program Subcommittee, Campus Appeals Board, and Curriculum Subcommittee" – Approved and implemented, 2/9/26
SD 25-24	"Exception Ad-Hoc Engagement Subcommittee Tenured-Faculty Chair to Continue as Non-Voting Co-Chair under Emeritus Status" – Approved and implemented, 2/9/26
SD 25-25	"Senate Review of OAA Policies and Procedures for Post-Tenure Review" – Approved, 2/9/26

SD 25-26	"Request to Reinstate the Professional Development Subcommittee" – Approved and implemented, 3/16/26
SD 25-26a	"Revision to the Protocol for University Response to the Death of an Enrolled Student" – Withdrawn, 2/9/26
SD 25-27	"Guiding principles of promotion for Clinical Faculty and Professors of Practice at PFW" – Amended, approved, and implemented, 3/16/26
SD 25-28	"Revised Academic Regulations – Section 1.0" – Approved and implemented, 3/16/26
SD 25-29	"Revised Academic Regulations – Section 2.0" – Approved and implemented, 3/16/26
SD 25-30	"Revised Academic Regulations – Section 3.0" – Approved and implemented, 3/16/26
SD 25-31	"Revised Academic Regulations – Section 4.0" – Approved and implemented, 3/16/26
SD 25-32	"Revised Academic Regulations – Section 5.0" – Approved and implemented, 3/16/26
SD 25-33	"Revised Academic Regulations – Section 6.0" – Approved and implemented, 3/16/26
SD 25-34	"Revised Academic Regulations – Section 7.0" – Approved and implemented, 3/16/26
SD 25-35	"Revised Academic Regulations – Section 8.0" – Approved and implemented, 3/16/26
SD 25-36	"Revised Academic Regulations – Section 9.0" – Approved and implemented, 3/16/26
SD 25-37	"Revised Academic Regulations – Section 10.0" – Approved and implemented, 3/16/26
SD 25-38	"Revised Academic Regulations – Section 11.0" – Approved and implemented, 3/16/26
SD 25-39	"Revised Academic Regulations – Section 12.0" – Approved and implemented, 3/16/26
SD 25-40	"Revised Academic Regulations – Section 13.0" – Approved and implemented, 3/16/26
SD 25-41	"Secret Recordings of Class Sessions" – Approved, 4/20/26
SD 25-42	"Amendments to the Bylaws of the Senate – Committees" – Approved and implemented, 4/20/26

SD 25-43 "Policy Guidelines for Memorial Resolutions" – Approved and implemented, 4/20/26

SD 25-44 "Amendments to the Constitution of the Senate--Faculty Chair Titles" – Approved and implemented, 4/20/26

SD 25-45 "Programs Subcommittee Resolution on General Education Program – Foreign Language Classes" – Approved and implemented, 4/20/26

SD 25-46 "Filling FAC Engagement Subcommittee Vacancies" – Approved and implemented, 4/20/26

SD 25-47 "Changing Faculty Affairs Committee to the Professional Development Subcommittee" – Approved and implemented, 4/20/26

SD 25-48 "Revision #1 to COLA Governance Document" – Approved and implemented, 4/20/26

SD 25-49 "Revision #3 to COLA Governance Document" – Approved and implemented, 4/20/26

SD 25-50 "Request to Amend SD03-19" – Approved and implemented, 4/20/26

SD 25-51 "Academic Regulations – Section 9.1" – Approved and implemented, 4/20/26

SD 25-52 "Amending SD 24-17 (Ad-Hoc Engagement Subcommittee Reporting Line)" – Failed, 4/20/26

Parliamentary Procedure & *Robert's Rules of Order*

CRAIG ORTSEY, SENATE PARLIAMENTARIAN

LAST REVISED: 10 SEPTEMBER 2026

ORIGINAL PRESENTATION: 14 SEPTEMBER 2015

JEFF MALANSON, SENATE PARLIAMENTARIAN

Purpose of Robert's Rules

These rules help to maintain order, ensure fairness, improve efficiency, and create effective legislation.

"These rules are based on a regard for the rights:

- Of the majority,
- Of the minority, especially a strong minority—greater than one third,
- Of individual members,
- Of absentees, and
- Of all these together."

Robert's Rules of Order: Newly Revised 11th edition

What May a Senator Do?

According to Robert's Rules of Order (11th edition, page 3) and Bylaws I.A.3.11., the basic rights of an assembly member include:

1. attending meetings;
2. making motions;
3. speaking in debate; and
4. voting.

How Do I Make a Motion?

Raise your hand to get the presiding officer's attention! Once you have it, there are many motions that you can make.

- amend
- lay on the table ("table")
- postpone
- point of order
- parliamentary inquiry ("point of information")

Ranking of Motions

Order of making motions	Common motions	Order of voting on motions
Motions are made from bottom to top	Fix the time to which to adjourn	Motions are voted from top to bottom
	Adjourn	
	Recess	
	Raise a question of privilege	
	Call for the orders of the day	
	Lay on the table	
	Previous question	
	Limit or extend limits of debate	
	Postpone to a certain time	
	Refer to a committee	
	Amend	
	Postpone indefinitely	
	Main motion	

What Should a Senator Do?

In order to be efficient and effective representatives* of their constituents' interests, Senators should:

a) become familiar with the Senate's Constitution and Bylaws

b) read each month's Senate agenda carefully

c) attend Senate meetings regularly

d) discover and articulate the needs of their constituents to the Senate

e) act in good faith and with good will

f) serve on a Senate committee, subcommittee or board (if time permits)

*Inspired by PFW Bylaws I.A.3.11. and PWL Senate Document 22-19

Important Concepts: Procedure

1. Discussion of an item for action cannot take place until there is a motion on the floor regarding the item.
2. Discussion should be limited to the item that is on the floor or the motion that is up for a vote.
3. All comments should be directed to the presiding officer, not fellow Senators.
4. Everyone with speaking privileges should be allowed to speak on the **substance** of a motion once before anyone with speaking privileges can speak for a second and final time.

Important Concepts: Best Practices

1. Documents, reports, resolutions, questions, etc. should be submitted to the Senate clerk a minimum of 17 calendar days before the Senate meeting at which they are to be considered.

Important Concepts: Best Practices

October 2015

Sun.	Mon.	Tues.	Weds.	Thurs.	Fri.	Sat.
				1	2 **Docs to Josh**	3
4	5	6	7	8	9	10
11	12 *Columbus Day*	13	14	15	16	17
18	19 **Senate!**	20	21	22	23	24

Important Concepts: Best Practices

1. Documents, reports, resolutions, questions, etc. should be submitted to the Senate clerk a minimum of 17 calendar days before the Senate meeting at which they are to be considered.
2. Senators should carefully review the Senate agenda and its attached documents before each meeting.

Order of Business/Agenda (Source: Senate Bylaws I.A.3.5.)

1. Call to order
2. Approval of the minutes
3. Acceptance of the agenda
4. Reports of the Faculty Chairs
5. Special business for the day
6. Unfinished (old) business
7. Committee reports requiring action
8. New business
9. Question time
10. Committee reports

“for information only”

11. Good and welfare
12. Adjournment

Important Concepts: Best Practices

1. Documents, reports, resolutions, questions, etc. should be submitted to the Senate clerk a minimum of 17 calendar days before the Senate meeting at which they are to be considered.
2. Senators should carefully review the Senate agenda and its attached documents before each meeting.
3. It at all possible, amendments should be written out ahead of time.

Questions?

PURDUE UNIVERSITY FORT WAYNE | Faculty Senate

Senate Document SD 26-1
Approved, 9/14/2026

MEMORANDUM OF RESOLUTION

TO: Fort Wayne Senate

FROM: J. Nowak, Chair
Executive Committee

DATE: August 28, 2026

SUBJ: Approval of Replacement Members of the Programs Subcommittee

WHEREAS, The Bylaws of the Senate provide (3.2.2.) that "Committees shall have the power to fill vacancies for the remainder of an academic year, subject to Senate approval at its next regular meeting and to the guidelines established in this document (see subsections 3.1.1 and 4.1)"; and

WHEREAS, There is one vacancy on the Programs Subcommittee; and

WHEREAS, The Program Subcommittee has appointed Jeff Casazza as a replacement member for the remainder of the 2026-27 academic year:

BE IT RESOLVED, That the Senate approve these appointments.

Senate Document SD 26-2
Approved, 9/14/2026

MEMORANDUM

TO: Fort Wayne Senate

FROM: Faculty Affairs Committee

DATE: 9/14/2026

SUBJ: Filling Faculty Affairs Committee Vacancy

WHEREAS, The Bylaws of the Senate provide (I.B.3.2.2.) that "Committees shall have the power to fill vacancies for the remainder of an academic year, subject to Senate approval at its next regular meeting and to the guidelines established in this document (see subsections 3.1.1 and 4.1)"; and

WHEREAS, The Bylaws of the Senate provide (III.B.1.2) that the Faculty Affairs Committee shall consist of "seven (7) members of the Teaching Faculty, elected in such manner that at least five of the major units shall be represented"; and

WHEREAS, There is one vacancy on the Faculty Affairs Committee; and

WHEREAS, Aileen Tierney is a faculty member from the School of Education; and

WHEREAS, Aileen Tierney is not currently serving on more than two standing committees; and

WHEREAS, The Faculty Affairs Committee has voted for Aileen Tierney as the replacement member for the remainder of the 2026-27 academic year;

BE IT RESOLVED, That the Senate approve Aileen Tierney as the replacement member of the Faculty Affairs Committee for the remainder of the 2026-27 academic year.

Senate Reference No. 26-2

MEMORANDUM

TO The Senate

FROM: Honors Program Subcommittee

DATE: August 28, 2026

SUBJ: Report to Faculty Senate from the Honors Program sub-committee (also known as the Honors Council) for the 2025 to 2026 academic year

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Report to Faculty Senate from the Honors Program sub-committee (also known as the Honors Coucil) for the 2025 to 2026 academic year

April 27, 2026

Items under Consideration

The Honors Program Committee is actively engaged in supporting students' academic and professional development through a variety of initiatives. Currently, we are focused on key items, including H-Options, Scholarships, Honors Awards, and Honors Project proposals.

The Honors Program also had major events such as:

The Spring 2026 Honors Showcase will be held on April 7th through April 10th, 2026, with 44 presenters, and one presentation took place on Friday, April 24, which brought the total number to 45 - the highest number yet.

Looking ahead, Honors is expanded support for Honors Projects through Showcase Workshops and Project Liaisons, ensuring that each of our 45 expected graduates receives guidance from an Honors Council member.

Honors is also working on adding Honors sections to existing courses and planning the Honors Freshman Seminar to enhance the first-year experience.

Honors is hosed its second Alumni reception on April 10th, 2026.

Items Concluded

The Fall 2025 Honors Showcase was held on December 5th, 2025 with 7 presenters.

Honors Program Convocation was held on February 23, where major Honors information in regards to current Honors Active and Honors Eligible numbers were shared per college, as well as the number of Honors scholarships awarded. The Honors Pinning Ceremony also took place during the convocation honoring all Honors Pin recipients.

The Honors Omnibus Classroom Visits and Seminar hosted three Omnibus speakers for the 2025-2026 academic year, allowing Honors students to engage directly with them. The Omnibus classroom visits were open to all PFW students interested in the speakers' areas of expertise, fostering broader academic discussions.

430 H-Options offered for 2025-2026 academic year.

33 Honors Scholarships were awarded for 2025-2026 academic year.

Through these initiatives, we are committed to fostering a dynamic and enriching Honors experience for our students. Any questions concerning Honors activities may be addressed to Carolyn Stumph, Ph.D. Honors program sub-committee chairperson or Farah Combs, Director of the Honors Program.

Senate Reference No. 26-3

MEMORANDUM

TO The Senate

FROM: Nominations and Elections Committee

DATE: August 28, 2026

SUBJ: End-of-Year Report, Nominations and Elections Committee, Academic Year 2025-2026

End-of-Year Report
Nominations and Elections Committee
Academic Year 2025-2026

The Senate Nominations and Elections Committee began the Academic Year by filling a vacancy and reviewing its charge. We worked closely with Senate Clerk, Josh Bacon, to identify existing vacancies at the beginning of the academic year. Most committees/subcommittees had multiple vacancies, so Nominations and Elections contacted the committee/subcommittee chairs and asked if they wanted Nominations and Elections to help them identify potential candidates to fill the vacancies. Where desired, Nominations and Elections assisted with this task, and committees voted to approve individual candidates to fill vacancies, which were then forwarded to the Senate for final approval.

The biggest task Nominations and Elections has each year is spring elections. Our goal was to have more nominees than vacancies so that an election could be held. In almost all committees/subcommittees, we were able to identify more candidates than vacancies. And our hope is that this initial work can help us identify people who may be willing to fill vacancies as they open on committees (e.g., sabbaticals, etc.) or as Nominations and Elections receives requests for faculty participation on committees.

Our thanks to Senate Clerk, Josh Bacon, whose work, knowledge, and experience is invaluable to the Nominations and Elections Committee as it completes its work on behalf of the Senate.

Respectfully submitted,

Stephen Buttes, Chair
Daryoush Tahmassebi

Nominations and Elections Committee, AY 2025-2026

End-of-Year Report
Educational Policy Committee
Academic Year 2025-2026

The Senate Educational Policy Committee met at the beginning of the Academic Year to review its charge, select a chair and discuss business and priorities for the year. A major task at the beginning of the year was filling vacancies on the committee and, subsequently, identifying sitting committee members to take part in in the Advising Program Council (three EPC members also sit on that Council). Because one EPC member retired at the end of Fall 2025, we also planned for a committee member to fill that vacancy.

EPC spent time this year reviewing the charges of the subcommittees and councils that report to Senate through EPC and sent forward various items considered in subcommittees to the Senate for consideration. When needed, EPC asked subcommittees for clarification and/or revision. Among the items considered from subcommittees and councils were the General Education Program efficiency review (Programs subcommittee), the General Education Program participation criteria (Programs subcommittee), and the Smart Plan integration process (Advising Program Council).

In addition to completing its routine work of reviewing and recommending approval of the academic calendar (in this case for AY 2029-2030), EPC spent a significant amount of time completing the work of the Ad-Hoc Academic Regulations Task Force. EPC reviewed the Task Force recommendations (divided across numerous spreadsheets), organized them, and presented them as separate resolutions in the Senate. Senate approved the revisions to the Academic Regulations in SD 25-28 through SD 25-40.

EPC made additional minor recommendations and discussed various other issues as reflected in the meeting minutes, which were reviewed and approved in each meeting.

Respectfully submitted,

Stephen Buttes
Chair, Educational Policy Committee, AY 2025-2026

Approve (via email, April 2026):
Terri Swim
Tara Lewis
Amal Khalifa
Joel Givens
Haeik Park
Jay Daniel
Mieko Yamada

Additional Members of EPC (AY 2025-2026)
Abby Blackmon
Andres Montenegro

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Senate Reference No. 26-5
Returned to committee

MEMORANDUM

TO Jeff Nowak, Presiding Officer
FROM: Stephen Buttes, Chair
Nominations and Elections Committee
DATE: 05/11/2026
SUBJ: Point of Order Contesting Announced Election Results

WHEREAS, the Nominations and Elections Committee received an email on May 8, 2026 (the day Senate election results were announced) questioning the announcement of Adolfo Coronado's election to the Faculty Affairs Committee; and,

WHEREAS, that inquiry was based on the fact that Adolfo's election would see him serving on four standing committees/subcommittees, which, as stated in the PFW Faculty Sente Bylaws (Section 4.1), is more than the limit of three standing committees/subcommittees permitted for Teaching Faculty; and,

WHEREAS, the inquiry the Nominations and Elections committee received is best classified as a "point of order" raised under *Robert's Rules of Order* section 46:48 "Contesting the Announced Result of an Election," and,

WHEREAS, the point of order raised complies with the following permitted conditions under which "an election may be contested . . . by raising a point of order:" "a) If an individual does not meet the qualifications for the post established in the bylaws, his or her election is tantamount to adoption of a main motion that conflicts with the bylaws" (*Robert's Rules of Order*, 46: and,

WHEREAS, *Robert's Rules of Order* (section 49:50) state that the PFW Senate Executive Committee and the PFW Nominations and Elections committee "may not entertain a point of order challenging, or direct a recount concerning, [an] announced election result" because the PFW Faculty Senate is "the ultimate judge of election disputes, [and] only [the PFW Faculty Senate] has the authority to resolve them;" and,

WHEREAS, the Nominations and Elections Committee considers the election of Adolfo Coronado to the Faculty Affairs committee a counting error on our part; and,

WHEREAS, Aileen Tierney should have been announced as the winner of the election;

BE IT RESOLVED, that the Senate approve the election of Aileen Tierney to the PFW Senate Faculty Affairs Committee.

In Favor	**Against**	**Abstain**	**Absent**
Stephen Buttes			
Daryoush Tahmessebi			