

**Kent State University
Tuscarawas Campus**

**Faculty Council Meeting
April 12, 2010
Unapproved Minutes**

Faculty Present

Ayers, Bears, Bichara, L. Brindley, Carlton, Davis Patterson, Feng, Fox, Fuller, Graff, Harding, Hoffman, Jewell, Kang, Lashley, Li, Liptok, McMillen, Minnick, Newman, Nottingham, B. Osikiewicz, Pech, Porr, Powers, Rajagopal, Ramey, Wang, Welch, Willey, Wisvari

Administrators Present

Andrews, Bailey, Donley, Kobulnicky, Morelli

I. CALL TO ORDER AND INTRODUCTIONS

The Tuscarawas Campus Faculty Council meeting was called to order at 12:10 p.m.

II. APPROVAL OF THE MINUTES

The minutes of the March meeting stand approved.

III. TREASURER'S REPORT

Davis Patterson reports that there is \$862.17 in the Flower Fund. Thanks to those who have already contributed their annual dues. For those who still need to contribute, dues are \$10.00 and checks should be made payable to the Tuscarawas County University Foundation.

IV. CHAIR'S REPORT

- A. Lashley announced that RCFAC met on Friday, March 12th. At this meeting, they
- learned that the Provost approved all of the Faculty Professional Improvement Leave requests. There will probably be a workshop next fall that will help future applicants write strong proposals embodying clear and significant goals.
 - discussed the (at that time) upcoming merit review process.
 - learned that the two deans' review committees (one to evaluate Dean Wanda Thomas of Trumbull and one to evaluate our own Dean Andrews) will be charged yet this spring but won't begin their work until next fall.
 - discussed the Think Tank's proposed changes to the reappointment, tenure, and promotion policies for regional campus faculty. All members of RCFAC but one were in favor of the proposal. The proposal has since been forwarded to Faculty Senate. The Executive Committee gave the proposal to the Professional Standards Committee to incorporate the proposed changes into the existing RTP policies and then bring them to Senate for discussion and voting. The Professional Standards Committee voted NOT to make any changes to the existing policies other than to incorporate the new Regional College as an independent college with no units. The Provost is scheduled to meet with the

Professional Standards Committee this Tuesday (4-13) to discuss the issue before it comes before the full Senate.

B. RCFAC also met on April 9th. At this meeting, they:

- learned that 7 summer awards were granted and the recipients have been notified.
- learned that tenure letters have gone out and promotion letters will be forthcoming shortly.
- learned that, next year, long-term NTT faculty have to be notified of non-reappointment by October 1, which means that senior faculty will have to be doing reviews for them concurrent with reappointment, tenure, and promotion reviews for tenure-track faculty.
- learned that the membership of the two dean's review committees has been finalized. The members of Dean Andrews' review committee will be: Dean Jeff Nolte of the Salem/East Liverpool Campuses (Chair), Dan Fuller, Paul O'Keeffe, Pam Lieske, and Robin Lashley. They have their initial meeting on May 18 and will do the bulk of their work in the fall.

B. Lashley expressed her hope that anyone who intends to apply for a Faculty Excellence Award has already submitted their application to her. Senior faculty will be reviewing these applications over the course of the next two weeks.

C. Lashley informed everyone that she is about 1/3 of the way down her list for office assignments and should be moving quickly through the remainder of the list. The rest of you will be contacted individually. Please be prepared to respond quickly and let her know if you want to remain in your current office or if you wish to bump someone who has fewer points than you do.

D. Lashley issued a reminder that this Friday, April 16th at 9:00 we have a campus-wide strategic planning retreat for the purpose of developing a strategy map for the campus.

V. FACULTY SENATE REPORT

A. Faculty Senate met on March 8th. At this meeting, they

- approved (although not unanimously) the merger of the Department of Sociology and the Department of Justice Studies to form the Department of Sociology, effective Fall 2010. All courses, programs, faculty, and students from each department will move to the new, merged department.
- learned about a revision to the policy for course overload for students whereby students who meet certain GPA guidelines will be able to self-register for course overloads without having to seek permission from an advisor. These changes will go into effect with Fall 2010 registration.
- learned that the Department of Applied Social and Behavioral Research, established within the College of Arts and Sciences in Fall 2009 at the request of the Department of Justice Studies, will be inactivated as of Fall 2010.

- B.** At today's meeting, the Faculty Senate will:
- hear a report from Alfreda Brown, Vice President of Diversity, Equity, and Inclusion, regarding three diversity issues her office is currently working on.
 - discuss a proposed policy for awarding distinguished academic titles and rank. Two such honorific titles are proposed: 1) Distinguished Professor, to be awarded to full professors who have achieved national and/or international distinction for their research or creative activity; this title would be held for a five-year period and would involve the award of at least \$10,000 annually to support continued contributions in research or creative activity; and 2) University Professor, to be awarded as a permanent title, to full professors who have not only achieved national and/or international distinction for their research or creative activity, but have also achieved extraordinary distinction in teaching and/or public service. The salary and workload of a University Professor, including special duties and responsibilities, would be negotiable.

VI. COMMITTEE REPORTS

STANDING COMMITTEE REPORTS

A. Academic Affairs

Harding indicated that the committee has been busy reviewing certificate programs.

B. Faculty Affairs/ Handbook Committee

Fuller announced that Wednesday will be the last meeting of the handbook committee prior to submission of the finished document to Dean Andrews and to the faculty. He also indicated that the format for submitting ballots re: the handbook will be decided at this meeting.

Lashley indicated that the election is next major issue for Faculty Affairs. The election procedure that we approved last month calls for the Vice-Chair to do this, but since she is running for one of the positions, Lashley is going to do it instead. The nominations we received via e-mail were as follows:

Chair: Beth Osikiewicz

Hongshan Li

Vice Chair: Mariann Harding

Molly Wang

Secretary/Treasurer: Scott Keiller

The procedure that we decided upon was that we would open the floor to additional nominations at the meeting. Everyone will receive a paper ballot later and submit their votes that way, so we are not actually going to vote today. Lashley called for additional nominations for chair. Li nominated Jewell, who asked that his name not be included on the ballot. Newman nominated Ramey, who respectfully declined. Feng nominated Fuller, who also respectfully declined. Fuller moved to close nominations and was seconded by Minnick. Chair nominations were closed by unanimous vote. Lashley called for additional nominations for Vice Chair. None were

forthcoming. Fuller moved to closed nominations and was seconded by Minnick. Vice Chair nominations were closed by unanimous vote. Lashley called for additional nominations for secretary/treasurer. None were forthcoming. Fuller moved that nominations be closed, seconded by Jewell. Secretary/Treasurer nominations were closed by unanimous vote.

Fuller praised Lashley for all the hard work she has done as Chair over the past two years, especially in the face of an increasingly extensive and stressful workload. He called for a round of applause to express gratitude for her accomplishments.

D. Electronic Communications

Wang announced that the Vista and Blackboard training held on March 9th was attended by 16 faculty members. Other faculty expressed interest in attending additional workshops, perhaps focused on specific topics. If you have any questions, please let the committee know so that they can take your concerns into account as they move forward with planning future training sessions.

E. Library

Keiller issued a reminder re: the Brown Bag scheduled for Thursday, April 29th. Kay Downey, the collection management librarian at Kent, will be presenting on topics including OhioLink reorganization, funding reconstruction of databases, database acquisitions, e-books and trends for computer collection development. He will be sending a more detailed e-mail reminder closer to the date of the presentation. If there are any additional topics you would like to hear her discuss, please e-mail him and he will get that list to her.

Keiller announced that the committee has prepared an updated set of collection development guidelines that were distributed with the agenda. One point that will be added to the collection guidelines is an acknowledgment re: the spirit of academic honesty. Keiller moved for approval of the new set of guidelines and was seconded by B. Osikiewicz. Lashley opened the floor to questions. Li, who is chairing the search for a new library director, indicated that the committee's recommendation for the position had just been submitted to the Dean on Friday, April 9th. He asked if it would be possible to hold off the vote on the new guidelines so that there will be time for the new Library Director to provide input. Kobulnicky expressed that this is a draft document that could be adopted, then subsequently reviewed during the following 2-3 year period. Fuller expressed support for Li's suggestion that the guidelines be amended to indicate that they are open to review by the new director. Keiller indicated that this is certainly a possibility. The library committee is interested in doing what it can to support the new director. Liptok suggested that we hold off voting on the guidelines until the new director is in place. Fuller moved that the decision be tabled until the next faculty meeting. The Dean indicated that creation of a clear-cut set of guidelines was part of the Library Committee's charge, particularly as it relates to budget projections, but he foresees no significant impact in tabling the issue until fall if this is the will of the faculty. Jewell seconded Fuller's motion to table the vote until the first FAC meeting of fall 2010. The issue was tabled by unanimous vote.

F. Student Affairs

On behalf of Roman, B. Osikiewicz announced that the Student Research Colloquium will be held on Tuesday, April 20th at 7:00 p.m. in ST126 and will be catered by Trax Diner. There will be six presenters. The Student Affairs Committee strongly urges all faculty to attend this event and to please announce the colloquium to your students.

AD HOC COMMITTEE REPORTS

A. Service Learning

Willey announced that the annual Service Learning Celebration will be held next Monday (4-19) from noon to 1 p.m. in ST113/107. If you are service learning faculty, Please make sure that you RSVP and let your students know that they need to RSVP as well. A lot of our students don't check their Kent e-mails and that's where the invitations were sent, so please remind them.

B. Artist Lecture Committee

Davis Patterson announced that the Higher Standards Jazz Quartet will be performing this evening at 7:00 in the campus auditorium. The committee has met and the schedule for the 2010-2011 year, which incorporates activities in conjunction with the new Performing Arts Center, has been established.

C. Diversity Committee

Davis Patterson announced that Heritage Week and "A Taste of the World" were held last week. The committee is pleased with the success of these events and she wishes to thank all of the volunteers from within and outside the committee whose hard work was a major factor in that success.

D. May 4th Committee

Powers announced that the committee will be hosting its final major event of the year on Wednesday, April 21st from 3 – 5 p.m., when Tom Hensley and Jerry Lewis will be doing a presentation on the legal aftermath of May 4th and five reasons why May 4th should be remembered. Everyone is encouraged to attend and to please let your students know about this event.

VII. ADMINISTRATIVE REPORTS

A. DEAN'S REPORT

Dean Andrews announced that

- Summer applications are up 53%, head count is up 43%, and FTE is up 42%, so we anticipate a very good summer.
- Fall applications are running 12.7% ahead of last fall's all-time record enrollment and we are anticipating a very strong fall.
- Re: searches, biology and geology have been successful. The English search committee has recommended that their search be abandoned for this academic year. Computer Tech, Accounting Tech, and Theater are in progress. They are

evaluating Engineering Tech based on fall course offerings. The retention specialist and the clerical specialist in the business office have been successful. The Library Director search has made its recommendation and we are working with Affirmative Action in order to make an offer. The Production Manager and Box Office Manager for the Performing Arts Center are also in progress. There is still much work to be done, but all of the searches have moved along pretty briskly.

- There is significant progress being made on the Performing Arts Center. We are pleased with the past month's fundraising efforts. We are entering the final, public phase of the campaign and are presently in need of about \$475,000 in order to meet our 5 million dollar fundraising goal.
- Master planning process will kick off on Wednesday, 4-14. We have a steering committee meeting with the consultant. The parking lot plan for lot E, which is to the east of the D lot, as well as the expansion of the faculty/staff lot, is in design at this point. Our goal is to have them open by the start of classes in the fall, but delays can be expected.
- Last week, Dean Andrews approved the purchase of all of the equipment for the classroom infrastructure project. Every classroom will have the appropriate technology by fall of 2010.
- The Atwood Project received some very good news last week. We were awarded \$230,000 from the US Department of Agriculture to launch our business innovation center in the Carroll County area. That will be matched by \$230,000 from the Ohio Department of Development. This is a significant grant opportunity for our campus.
- Kamal Bichara is submitting an NSF grant for continuation of the WIRED initiative. This is a \$750,000 grant opportunity.
- The Tellotti Center project has also received a "merits further consideration" classification from the EDA, which is the final step. It's a congratulatory letter that does not mean we have the money yet, but it represents about another 2.5 million dollars in support to the campus.
- The Dean expressed his thanks to the FAC for their support of the certificate programs we have launched this academic year. We have tried to find niches for Saturday offerings, which has led to the idea of weekend and accelerated programs that can be completed in a single academic year. This is how they will be scheduled. There is an expectation in the community and in Columbus that we will operate on Saturdays in order to meet the needs of populations that otherwise could not attend. We are doing everything we can to address the needs of working adults and to reach some populations that can clearly benefit from the programs that our faculty have worked so hard to create. Medical billing, for instance, has been very successful.

B. ASSISTANT DEAN'S REPORT

No report.

VIII. UNFINISHED BUSINESS

No unfinished business.

IX. NEW BUSINESS

Lashley indicated that there are several items of new business. First is the new certificates that were appended to the agenda. Both came from the weekend accelerated task force and are intended to address the needs of people who need to obtain or upgrade skills for employment. She wondered why these are certificates and not associate degrees. Dr. Haldar explained that this is because the Ohio Board of Regents is currently not approving any new associate degree programs. This is a way to try to meet the needs of our community through certificate programs. Both new programs have already been approved by our Academic Affairs Committee and now require approval by the whole faculty council. The first is for an office software applications certificate program. Ramey explained that these new certificates involve ITAP courses. We have a program of 18-19 hours. We are taking existing courses to create a certificate that will allow people to either upgrade their MSOffice skills or to acquire those skills initially. One new course, called Practical Computing, is listed under Undergraduate Studies and is currently being offered at the Ashtabula Campus. It is for people with zero computer skills and starts at a very basic level. It also prepares them for online instruction. We are also using a COMT course as a capstone for workgroup productivity software. She has consulted with the Ashtabula Campus and they agree that it is a worthwhile certificate that fills a very good niche. Ramey moved that we approve the Office software applications certificate so that it can go forward through the curricular process. This would not involve anything that goes to the Ohio Board of Regents and for EPC it's an informational item only. It's approved by the Executive Dean for Regional Campuses and that's where it stops. Ramey's motion was seconded by Rajagopal. Jewell posed a question: if the Board of Regents ever again approves Associate Degree programs at regional campuses, would these certificates be within that level or are they destined to remain certificate programs? Ramey indicated that they would remain feeder certificates. The Office Software Applications certificate program was subsequently approved by unanimous vote.

Lashley announced that the second proposal is for an e-business certificate program. Hoffman explained that she and Newman discussed combining classes from their programs that would bring together business and web technologies. Together, they developed an e-business certificate that is also geared toward the weekend accelerated program. They proposed six classes, all of which are presently KSU courses. All but one have no prerequisite. The only course that has a prerequisite is Intro. to Business. This is a plus, because students at multiple levels of ability should be able to come in and succeed with this certificate. It's geared toward anyone who might want to supplement their income or promote their business through the Internet and has the potential to interest a wide variety of students. Newman indicated that prerequisites are often waived in certificate programs if the students do not plan to go any further than obtaining the certificate. Hoffman moved for acceptance of the new e-business certificate program and was seconded by Newman. The certificate was approved by unanimous vote.

Lashley announced that Kobulnicky is retiring this year. In recognition of his long and distinguished service to the campus and because he does have faculty rank, she wishes to nominate him for emeritus status. Keiller seconded the motion, which was approved by unanimous vote.

Ramey praised Welch, who is also retiring this year, as a model teacher and a pillar of the Tusc. Campus. She nominated him for emeritus status. Ramey's motion was seconded by Ayers and unanimously approved.

X. ANNOUNCEMENTS

- Kobulnicky encouraged anyone who needs anything on the library shelves for fall to please turn in their book orders ASAP. He also expressed his thanks to all of his colleagues for their support and friendship over thirty years.
- Morelli enthusiastically promoted the new Performing Arts Center. He also announced that they've hired a new person in the Business Office (Allison Molyet) who toured with Sesame Street Live and has hooked us into a lot of children's shows that could come here specifically niched for families.
- Donley announced that on 4-23, in our current auditorium space, we will be holding the Spring Awards ceremony.
- Newman announced that a current student, Donna McCarthy, passed away over the weekend.

XI. ADJOURNMENT

Adjournment: 12:51 p.m.