

**Kent State University
Tuscarawas Campus**

**Faculty Council Meeting
April 18, 2011
Unapproved Minutes**

Faculty Present

Auld, Bears, Beltz, Bichara, L. Brindley, Crume, Das, Davis-Patterson, Engohang-Ndong, Fenk, Green, Harding, Jewell, Keiller, Lashley, Li, Liptok, MacQuarrie, Nottingham, B. Osikiewicz, Pech, Petite, Porr, Powers, Thomas, Van Fossen

Administrators Present

Andrews, S. Bailey, Banker, Gritzan, Haldar, Southerland

I. CALL TO ORDER AND INTRODUCTIONS

The Tuscarawas Campus Faculty Council meeting was called to order at 12:07 p.m.

II. APPROVAL OF THE MINUTES

The minutes of the March meeting stand approved.

III. TREASURER'S REPORT

Keiller reported that the Flower Fund balance is \$497.70. Thanks to those who have already contributed their annual dues. For those who have not yet contributed, dues are \$10.00. Cash or checks, made payable to the Tuscarawas County University Foundation, are accepted.

IV. CHAIR'S REPORT

B. Osikiewicz reported that:

- Associate Provost Thomas discussed problems with proctored testing in Distance Learning courses including lack of uniform guidelines on implementing testing procedures, as well as locating and securing testing sites. Thomas reported that she will report back after talking with Rick Rubin.
- Associate Provost Thomas was also asked about faculty loads for those teaching with the new Math Emporium model. Thomas answered that current discussion, which is not yet official policy, is that for every two hours of Emporium class time, regional campus faculty will be assigned one additional hour in the lab. This distribution will differ on the Kent campus as Kent campus faculty will likely have more support in the lab than their regional campus counterparts. Current thinking is that for every two hours of Emporium class time, Kent campus faculty will be assigned two additional hours in the lab.

- Extension of the Emporium model into other math classes was also discussed. Thomas said that results of this first phase of Emporium teaching need close examination before any extension would occur.
- Associate Provost Thomas reported that over 100,000 course substitutions occurred throughout the Kent system last year, while a comparable university had only 1,000 course substitutions. She emphasized that this needs to change: Each course substitution must be entered into the system manually, and course substitutions dilute the integrity of academic programs. One way to decrease the amount of substitutions, according to Thomas, is for academic units to make curricular changes that preempt the need for course substitutions.
- Provost Frank spoke of tentative budget decrease of 13.5% throughout the Kent system. He said it was unclear how tuition raises, to offset this budget shortfall, will occur.
- Provost Frank was asked about the Ohio budget bill stipulation that faculty teach 1 extra course every other year. Frank responded that, just as with Senate Bill 5, uncertainties remain.
- At last meeting, it was mentioned that passwords for Flashline would need to be changed. However, the University is backing away from this until August at the earliest. (S. Bailey added that the password changes will be delayed until September 2011.)
- Finally, a letter was developed to the Owen Lovejoy commission on student evaluations, which emerged from Faculty Senate, to make sure that regional campus input is provided. Only regional campus representation was from an NTT faculty member, and the committee felt that there also needed to be a TT faculty member that has been involved in RTP discussions.

V. FACULTY SENATE REPORT

Lashley reported that:

A. At our meeting on March 14, Faculty Senate:

--endorsed a resolution saying that we formally oppose Senate Bill 5.

--approved the draft of the University Policy on Distinguished Ranks, after numerous amendments.

B. At our meeting on April 11, Faculty Senate:

--elected Faculty Senate officers for AY 2011-12:

Paul Farrell, Chair

Linda Williams, Vice Chair

Jarrod Tudor, Secretary

Tom Janson, At-Large Member of the Executive Committee

--heard a report from Ralph Lindeman, Faculty Senate representative to the Ohio Faculty Council, and learned of the Ohio Faculty Council's efforts to oppose Senate Bill 5.

--heard a report from Susan Roxburgh, who is proposing that Faculty Senate create a Committee on Work-Family Policies and Programs.

VI. COMMITTEE REPORTS

STANDING COMMITTEE REPORTS

A. Academic Affairs

McEnroe-Petitte reported that the committee completed their action plan. Key findings were:

- learning outcomes are being used in many courses, presented mostly through the syllabus and throughout teaching the class as well. The committee recommends implementing learning outcomes in all courses.
- global perspectives are being integrated in course content (e.g., international and multicultural perspectives in English, business, nursing, and psychology, among other courses).
- internationalization of the curriculum among all Kent campuses; the committee concluded that this action plan item is difficult at our campus.
- many disciplines provide pedagogical tools to stimulate student interest; different disciplines have different methods for doing this.
- our campus's faculty are quite diverse culturally, and perhaps more so than our student body.
- for further information, please refer to the report of the Academic Affairs Committee .

B. Faculty Affairs

Minnick reported that one issue has yet to be resolved regarding the Faculty Handbook; the committee is continuing to work on this.

C. Electronic Communications

Li presented the following report on behalf of Wang, who was teaching class:

- S. Bailey and colleagues in IT have set up profiles for faculty webpages, and are working with Kent IT on taxonomy (e.g., listing faculty by department / schools). In response to questions from B. Osikiewicz, S. Bailey clarified that these pages provide a template, which faculty can personalize as they wish (e.g., uploading a photograph is optional). Ruegsegger is creating a video tutorial on creating faculty webpages. Look for the video this summer.

D. Library

No report. B. Osikiewicz announced that Powers is the recipient of the Kent State at Tuscarawas Distinguished Teaching Award.

E. Student Affairs

Beltz reported that Newman has done a lot of work to foster international / global literacy among our students; Beltz offered to assist during his absence. Beltz reminded everyone that the Student Research Colloquium is tomorrow night in ST126. Seven students will present research in the areas of Biology, Chemistry, Communications, Education, English, Sociology, Chemistry, and Industrial Technology.

AD HOC COMMITTEE REPORTS

A. Service-Learning.

No report.

B. Artist Lecture Committee

No report.

C. Diversity Committee

Davis-Patterson thanked committee members and other faculty who participated in “A Taste of the World.” Their help was essential to the success of this event for our students.

VII. ADMINISTRATIVE REPORTS

A. DEAN’S REPORT

Dean Andrews provided the following report:

- Math Emporium: we’ll begin accommodating the math emporium model by retrofitting existing infrastructure (i.e., a couple of our computer labs), then likely create dedicated and expanded lab space, pending future capital funds.
- Budget: next year, we face a 13.5% decrease in SSI, which equals about \$665,000 for our campus. The tuition cap has been frozen at 3.5%, so we’ll work on increasing enrollment in order to offset lost revenue due to the budget decrease.
- We’re continuing settlement conferences with our insurance carrier concerning the Performing Arts Center’s architects’ errors and omissions. Many more meetings to come. We have a spectacular, world-class facility, but we’re entitled to more from the architects.
- The Master Plan was approved by the Board of Trustees on April 14; Dean Andrews will share the details at the Dialog with the Dean on April 25.
- Searches: extended an offer in the English TT search; also, making progress on the searches for replacement positions in Nursing and Engineering Technology.

- Tolotti Center Project: we're developing the RFQ for architects.
- We've had an extraordinary year for grants on our campus: \$3.5 million secured in grants this year, and \$1.5 million in grant requests outstanding.
- We're continuing conversations about the Atwood project.

B. ASSISTANT DEAN'S REPORT

Haldar reminded everyone of the deadline for final grades: **Tuesday, May 10 at midnight**. Please abide by the deadline, as it affects the dismissal and probation lists. Please be sure to enter a grade for every student.

Haldar reminded everyone that commencement is **Friday, May 6** in the Performing Arts Center. We'll begin lining up earlier this year (6:30 p.m.) than in years past. Please report to the dressing rooms (turn right at the box office). Commencement is at 7:00 p.m. and will end around 8:30, or perhaps a little later, given we have 21% more graduates this year. Marshalls will again be Fuller and J. Osikiewicz, and the FAC chair is the other mace bearer. Cookies and punch will be served in the lobby afterward.

C. OTHER ADMINISTRATIVE REPORTS

Gritzan said that over the summer, work on several renovation projects (stonework, replacing stairs, replacing light fixtures to increase energy efficiency) will be scheduled for weekends as much as possible. Room changes may be necessary for some summer classes if rain delays renovation work. The faculty parking will lot be resealed, which may necessitate re-routed parking. Summer classes scheduled in Founders Hall may be moved to ST, due to planned updates of the fire alarm system.

S. Bailey said that the next refresh of faculty computers will occur at the end of the AY 11-12, after the budget and enrollment numbers for the AY are clear. Given that laptops cost twice as much as desktops, our campus may proceed with alternatives to purchasing new laptops, such as updating existing laptops with more memory, or providing desktops only (faculty who want laptops would purchase their own).

Southerland reported that two days after FAC approved the Veterinary Technology Articulation Agreement with Columbiana County, he was notified of a new model for articulation agreements that rendered our new agreement obsolete and in need of substantial revision. He revised the agreement and sent it to the Academic Affairs Committee, who reviewed and approved the revisions. Southerland subsequently found that one more substantial revision is necessary. Petite offered to call another meeting of the Academic Affairs Committee for the purpose of reviewing and voting on the revised agreement, which will then be voted upon by the FAC at the Spring Picnic.

VIII. UNFINISHED BUSINESS

No unfinished business.

IX. NEW BUSINESS

Harding announced the names of those who had accepted being nominated as candidates for FAC officers for AY 11-12: B. Osikiewicz (Chair), Harding (Vice-Chair), and Nottingham (Secretary/Treasurer). Harding opened the floor for additional nominations; there were none. Harding said that paper ballots will be placed in faculty mailboxes. Completed ballots should be returned to Steve Minnick, given that Harding is running for office. Auld asked whether paper ballots are necessary, as all candidates are running unopposed. After some discussion, Lashley made a motion that all three candidates be elected by acclamation vote rather than by paper ballot vote. Fenk requested a quorum (requiring 26 out of 51 faculty) count. Harding twice counted faculty in attendance, and found only 25 were present, so the vote will be by paper ballot.

B. Osikiewicz opened discussion on a proposal to install security cameras in common space on campus. Gritzan reported that the Security Task Force met last Thursday, and is beginning to investigate other campuses' policies regarding security cameras. No faculty were able to attend last Thursday's Security Task Force meeting due to short notice, but faculty may direct questions or concerns about the proposal to Gritzan. Andrews and B. Osikiewicz mentioned that a proposal to install security cameras on campus had been explored last year, but in the context of monitoring computer labs to prevent theft of equipment. Lashley said that students participating in the Dean's review frequently mentioned concerns about security cameras.

X. ANNOUNCEMENTS

Powers announced that the May 4 Committee, Diversity Committee, and (proposed) Current Issues and Interdisciplinary Perspectives Club will show a film, Scarred Justice: The Orangeburg Massacre, 1968, this Thursday, April 21, 12:00-1:00 PM, in the auditorium, with discussion to follow.

Crume invited everyone to attend Mediation in Action Day on April 28 in Founders Hall (FH). Communications Studies students will offer several activities that day. From 9 - 11 a.m., the students will offer 30- to 60-minute mediation sessions; sign up by sending an e-mail message to acrume@kent.edu, or see the signup sheet outside Room 158 in the ST. From noon - 2 p.m., there will be a public forum in mediation in FH Student Union. From 5 - 7 p.m. in FH Auditorium, the students will provide a demonstration of conflicts and of techniques for resolving them.

Harding announced that the Spring Picnic will be on Tuesday, May 3 at noon in the Student Union. Sign up sheets are posted in the faculty lounge/dining areas, front office and maintenance break rooms.

Bichara reminded all of the student art exhibit and silent auction scheduled for Thursday, April 21.

XI. ADJOURNMENT

Adjournment: 1:00 p.m.