

**Kent State University
Tuscarawas Campus**

**Faculty Council Meeting
February 8, 2010
Approved Minutes**

Faculty Present

Ayers, Bears, Beltz, Bichara, L. Brindley, Burkholder, Caraballo, Carlton, Comanitz, Davis Patterson, Feng, Fox, Fuller, Gerbig, Halter, Harding, Hoffman, Jewell, Kang, Keiller, Lashley, Li, McMillen, Montgomery, Nottingham, B. Osikiewicz, Pech, Porr, Powers, Rajagopal, Ramey, Thomas, Wang, Welch, Willey, Wisvari,

Administrators Present

Andrews, Donley, Gritzan, Haldar, Kobulnicky

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 November meeting stand approved, pending corrections noted by Davis Patterson.

III. TREASURER'S REPORT

A. Davis Patterson reports that there is \$957.17 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. Davis Patterson requested FAC approval to look into purchasing a small digital recording device for use by the FAC secretary/treasurer. The request was unanimously approved.

IV. CHAIR'S REPORT

- A. Lashley announced that RCFAC met on Friday, Dec. 4th. At this meeting, they
- learned that the Regional College has been approved by the Board of Trustees, so it is now official
 - discussed procedures for the NTT reappointment reviews. (Those reviews have since been completed.)
- B. Lashley announced that RCFAC met on Friday, Jan. 29th. At this meeting, they
- discussed the proposed streamlined hiring, reappointment, promotion and tenure procedures for regional campus faculty to accompany the creation of the Regional College (more on those later in today's meeting)
 - began the planning for a revised edition of the Regional Campuses Handbook learned that two regional campus deans—Dean Wanda Thomas at Trumbull and our own Dean Andrews—are up for their five-year performance reviews, to begin this semester. Reviews normally start in the fall and run through the spring, to be

concluded in May. This year is different. Reviews will begin this semester and run through the summer, possibly into the fall. Lashley needs to nominate four senior faculty for possible membership on Dean Andrews' review committee. Gay Lindsay asked that Lashley be one of them. From the four names she provides, two will be selected. Lashley called for volunteers and/or nominees. Kobulnicky nominated Jewell. Lashley nominated Fuller. B. Osikiewicz nominated Don Gerbig. All three nominations were accepted. Lashley indicated that we are also eligible to serve as at-large members on Dean Thomas's committee if anyone is interested in doing so. She asked the three current volunteers if they would be willing to have their names submitted for Dean Thomas's review if they were not selected for Dean Andrews' committee. All three nominees approved this request.

- C. Lashley announced that the senior faculty have completed all of the tenure-track and non-tenure-track RPT reviews for this academic year. Promotion and tenure reviews are still ongoing at the Regional Campuses level. All have been completed except for those from the College of Technology, which are slated to be completed at a meeting on Feb.13.

V. **FACULTY SENATE REPORT**

- A. Faculty Senate met on December 7th. At this meeting, they
- passed the new promotion and tenure policies. As Lashley indicated in her last report, these policies are much clearer and better written than the current policies, and eliminate all of the little inconsistencies that exist between the two current policies because they were written at different times by different groups. One important change was the elimination of the Boyer model; we are back to the traditional categories of teaching, research, and service. The most notable change (non-change?) is that the new policies leave promotion and tenure uncoupled, as is the case in the current policies. This runs contrary to the Provost's request that the new policies mandate that candidates for tenure must also simultaneously undergo a successful review for promotion to associate professor. (Of course, these new policies will once again have to be revised, perhaps before they can even be implemented, if and when the newly proposed streamlined RPT process for regional campuses is passed.)
 - discussed the proposed revision of the current Liberal Education Requirements (to be called the Kent CORE). Since there was such a groundswell of concern raised regarding the version of the CORE that had already been approved by EPC, the Executive Committee of Faculty Senate offered an alternate, much simpler, proposal that represented a good compromise between the current LERs and the original Kent CORE proposal. This compromise proposal was passed unanimously. The Board of Trustees recently approved the proposal as well, and it is slated to go into effect in Fall 2010.

- B.** At today's meeting, in addition to discussing the CORE issue, the Faculty Senate will:
- hear a presentation from Donna Martsolf of the College of Nursing, who recently returned from a visit to Haiti
 - hear a report from a committee who did a Statistical Software Needs Assessment for the University Libraries
 - vote on a proposal from the Graduate School of Education, Health and Human Services to establish an Exercise Physiology major within the Master of Science degree
- D.** Lashley asked if there were any questions re: the preceding announcements. Fuller inquired about the location of the engineering technology programs in the version of the Regional College passed by the Board of Trustees. Dean Andrews clarified that these programs are still housed in the College of Technology. There will be further discussion of this issue with the Provost and several representatives from our campus.

VI. COMMITTEE REPORTS

STANDING COMMITTEE REPORTS

A. Academic Affairs

The committee met on January 25th to review the Strategic Plan for the Service Learning Task Force.

B. Faculty Affairs/ Handbook Committee

Fuller stated that the committee does not yet have a completed handbook. However, thanks to the efforts of Chris Fenk, they have a rough first draft to submit to the Dean, though there is still a long way to go. For the next meeting, they will be submitting a revised faculty election process to the FAC for approval. The goal is to make the procedure more precise.

D. Electronic Communications

Wang announced that the committee will be meeting within the next two weeks. Many faculty members have approached members of the committee and expressed an interest in using Vista and Blackboard. They have been in contact with the IT department at the Kent campus. They are willing to come to our campus to provide training. The tentative date has been set for March 9th. The final schedule has not yet been set, but they will probably be here from 11:30 a.m. – 1 p.m. If you have specific requests or questions, you can go early. Otherwise, they will begin the seminar at noon.

E. Library

Keiller announced that the committee is continuing to work on revising the collections and the guidelines associated with that revision process. Kobulnicky clarified that they are trying to put the process in line with what the departments at the Kent campus use for subject areas. If you have book orders, please get them in to Tammy by 2-20.

F. Student Affairs

Nottingham announced that the committee met in November to review applications for the Student Research Colloquium. There were sixteen total applications. Seven were chosen for presentations and there will be five posters. The Colloquium will be held on April 20th at 7:00 p.m. in ST126 and will be catered by Trax Diner. If you have time, please try to come by and support our students. If you would like to announce this event to your students, let the committee know and they will provide a flier with all the details.

AD HOC COMMITTEE REPORTS

A. Service-Learning

See “New Business.”

B. Artist Lecture Committee

No report.

C. Diversity Committee

Davis Patterson announced that the committee has tentatively scheduled the first week of April 2010 as Heritage Week. A Taste of the World will be held on Wednesday, April 7th of that week. Please put it on your calendars. As always, we welcome any and all volunteers.

D. May 4th Committee

Powers announced that on Monday, February 15th, Tom Hensley and Jerry Lewis, emeriti professors of Sociology at Kent, will offer lectures and discussion re: the events of May 4th from 2 – 4 p.m. in the campus auditorium. This event is open to the entire campus and surrounding community is invited.

VII. ADMINISTRATIVE REPORTS

A. DEAN’S REPORT

Dean Andrews announced that

- Spring enrollment final total is 2387 – a 20% increase over last spring. We met our budget threshold. FT is up 22.35%.
- Searches are in progress – Computer Technology, Biology, English, Accounting Tech, Geology, and Theatre. Re: Engineering Tech, we were successful in that search. We were looking for two faculty and found one: Dr. Edgar Caraballo. The plan is to re-advertise the second position with the same search committee and move this along for a fall 2010 hire. We are also searching for a Library Director and a Retention Specialist
- We are making good progress with the PAC and are in the process of booking the opening weekend. Details will be forthcoming at the Dialogue on Monday (2-15). On behalf of Fenk, Li inquired whether the Library Director position, which is both faculty and administrative, will be tenure track or non-tenure track. The Dean is currently in talks with the Provost and the Dean of Libraries re: the status of the position. That decision has not yet been made. Historically, the position has

been tenure track and administrative. They hope to have an answer prior to candidate interviews.

B. ASSISTANT DEAN'S REPORT

- Halдар issued a reminder that Commencement is scheduled for Friday, May 14th. It will follow the same format we always use. New faculty are expected to join in the procession wearing regalia. If you have your own, that's fine. If you would like to rent regalia, contact Roseanne Greavu in the campus book store.
- The summer schedule has come back from the printers. Students register two weeks from today.
- She is currently working on the fall schedule and should have it ready for preliminary perusal within the next few weeks.
- Halдар informed everyone about a new wrinkle known as "electronic cigarettes" that faculty may wish to deal with re: syllabi and classroom etiquette. They look like standard cigarettes and emit harmless water vapor "smoke" and are legal.

VIII. UNFINISHED BUSINESS

No unfinished business.

IX. NEW BUSINESS

- The Service-Learning Strategic Plan has already been approved by the ad hoc Service-Learning Committee as well as the Academic Affairs Committee. Willey's proposal was distributed via e-mail attachment. Willey noted that many people worked hard on and contributed to the new plan. She also noted that Continuing Studies has given significant support to the service-learning initiative at our campus and they have been working in partnership together this year. With the help of Continuing Studies and their connections within the community, the software that they already have up and running, and some of their office support, if the Strategic Plan is approved, Willey should be able to devote more of her energies to some of the qualitative issues connected with the program. For instance, she would like to become more involved with grant writing to get more job opportunities and course development funding for people who are doing this work. She wishes to make very clear that the plan is a partnership that makes sense in terms of other institutions that have much bigger service learning programs. She hopes that, via the newsletter and various other forms of PR, everyone can see how service-learning has really grown on our campus and is really having an impact in the surrounding community. She hopes that we will support the program by changing it from a pilot program to part of our institutional mission. Lashley asked for clarification re: the workload equivalency for the service-learning coordinator. Willey asserted that the request was for 6 credit hours per year, not per semester. Lashley asked Dean Andrews if this part of the proposal would be negotiated with him. Dean Andrews clarified that this particular initiative is different from several other special assignments on the campus because when we proposed the program four years ago, we said it would be a three-year pilot with a fourth year for evaluation. At that point, the faculty

- recommended that it be a 2-2 load. If this is to be changed, it will be for the faculty to consider. Lashley asked for a motion to move the Service-Learning program from pilot to permanent. The motion was supported by Montgomery and seconded by Davis Patterson. It was then unanimously approved by the FAC.
- Lashley referenced the new University Strategic Map that was also distributed as an e-mail attachment. President Lefton has asked that we adopt a parallel plan at the campus level, tailored specifically to our campus needs. Lashley called attention to six different strategic goals that are proposed. These include ensuring student success, enhancing academic excellence and innovation, expanding breakthrough research and creative endeavors, engaging with the world beyond our campuses, securing our financial future, and developing and recognizing our people. President Lefton presented this during his visit to our campus last semester. Under each of the six goals there are some projects that operationalize those goals and some metrics that could be used to measure progress toward meeting those strategic goals. Lashley suggested three options re: crafting our own Tuscarawas campus strategic map: 1) a campus-wide retreat (we have done this before); 2) let the administrators do it; and 3) create a smaller group of faculty and administrators to address the issue. Dean Andrews expressed his preference for a campus-wide retreat format for faculty and staff so that everyone on the campus who would like to participate can do so and so that when we leave the room we have a broad consensus that these are the metrics we will pursue as part of our strategy. He suggested a one-day time frame – 9 a.m. to 3 p.m. – on a Friday. Lashley moved that we have a one-day retreat on a Friday to hammer out a strategy map. Fuller seconded the motion. Support for the retreat was unanimous.
 - Lashley addressed the new RPT guidelines that were addressed via the Polycom conference with Provost Frank. These are meant to go along with the creation of the new Regional College. A number of people who were present at the conference felt that this issue should be discussed further by FAC to determine if we approve of the suggested changes. Ramey inquired whether academic colleagues fully understand the impact of the proposed changes. Lashley stated that, given the conference and the documents we have been given, most people probably do understand what the changes will mean. They are significant. It's a simpler process with fewer levels. The campus is elevated to the status of a college, so instead of having parallel reviews at the department and the campus as the initial step, now the initial review is at the department. Then it comes to the campus and the college is no longer involved. Lashley recommended that anyone who has any questions or concerns re: this issue should let her know.

X. ANNOUNCEMENTS

- Gritzan alerted faculty that they will be testing the campus PA system again next week. They will do it on alternating days to get faculty and students acclimated to the system. If you have any questions or if the system isn't audible where you are, please let them know.
- Donley announced that the Spring Awards ceremony will be held on Friday, April 23rd at 6:00 p.m.

XI. ADJOURNMENT

Adjournment: 1:00 p.m.