

**Kent State University
Tuscarawas Campus**

**Faculty Council Meeting
February 14, 2011**

Faculty Present

Auld, Beltz, Bears, Burkholder, Crume, Das, Davis-Patterson, Engohang-Ndong, Fenk, Fishel, Fox, Fuller, Gerbig, Green, Gurau, Hoffman, Kang, Keiller, Lashley, Li, Liptok, McMillen, Minnick, Nottingham, B. Osikiewicz, Patibandla, Pech, Petite, Porr, Powers

Administrators Present

Andrews, Bailey, Banker, Gritzan, 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 November meeting stand approved.

III. TREASURER'S REPORT

Keiller reported that the Flower Fund balance is \$649. 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 RCFAC has met four times since our last faculty meeting.

The following is a list of items discussed during those meetings:

- 110 faculty and administrators (program directors, coordinators) are currently in the Regional College as well as 34 Associates and 7 Baccalaureate degrees
- The Bachelor of Applied Studies may undergo a name change to Bachelor of Technical and Applied Studies to make it consistent with what is offered at other Ohio schools. The degree will also have the addition of five computer concentrations, with other concentrations forthcoming.
- Associate Provost Thomas discussed the expansion of bachelor degrees across the regional system. Bachelor degrees targeted at present are Psychology, Sociology, Justice Studies, Math, and English. Proposals for these select bachelor degrees which will be forwarded en mass from all regional campuses, and not on a campus by campus basis. Next problem is who gets to claim the graduate if a student is taking a number of courses at different campuses.
- Working on expanding articulation agreements to students who have been at a technical or community college. Most of the articulation agreements we have are out of date. Associate Provost Thomas explained that "block credit" as well as "bridge courses" may

also be realities in the future, so that students move more easily and quickly through the system to graduation.

- Looking to provide more support for anyone wanting distance learning help. Found that it was hard for regional campus faculty to contact person in charge of this because they are busy with Kent campus faculty.
- Blackboard will replace Vista in Fall 2011.
- Tim Chandler emphasized continued need for retention and for uniform policies across campuses on placement, academic forgiveness, and advising, among others. There is a task force in place to address these issues, and it does have regional campus representation.
- Using a wait and see approach with FPIL. Will know more after the governor's budget on March 15th.
- There was a discussion about campus handbooks. Several campuses have received no word on their submitted handbook, while others have been asked to resubmit with corrections.
- The approval process for Faculty Professional Improvement Leaves is continuing as normal at this point even with the suspected upcoming budget reduction. Campus Deans are being encouraged by the Provost's office to consider alternative ways to limit the campus expense for professional leaves.
- All position changes/additions still must meet the approval of President Lefton during this hiring freeze.
- Associate Provost Thomas also reported that the university is in the process of phasing in a new unified messaging system that is being currently piloted at the Ashtabula Campus. This will eventually lead to significant cost reduction for all campuses. Each campus is working to identify the most cost effective implementation strategy.
- Associate Provost Thomas discussed the math emporium model. During the fall semester the math department began examining ways to improve student success in developmental math courses. The math emporium model, which utilizes software packages that assess the individual ability levels of students, is a national model that has been used at other universities. There seems to be a high success rate in developmental mathematics courses that utilize this approach. The Kent Campus is implementing the model during the second half of this semester.
- We are still trying to get an RCFAC webpage created and housed on the Office of Faculty Affairs.
- Worked on the RCFAC handbook.
- In an effort to give the legislative body information about KSU and what is going on with each campus, March 16th is Kent State Day in Columbus. All campuses are asked to participate to showcase something about our campus – not data, but something interactive – unique to our campus.
- Revisiting the fees for distance learning courses. Trying to get a \$10 fee per credit hour that will go back to DL support.
- Discussed how DL exams are given on the individual campuses.
- Discussion about the Regional Campuses Summer Development Awards. These were eliminated last year. Each campus would need to decide if to give them and how much they would be. Regional Campus Deans are meeting this Thursday and Dr Thomas said this would be on the agenda.

- Provost Frank said that they are not pushing as many bachelor degrees on the regionals since the change in Chancellor position because that was a push by the Chancellor. Furthermore, the pressure to drop tuition on the regionals may disappear with change in Columbus. We will have to wait and see.
- Governor Kasich to take on Collective Bargaining. If you have not heard of Ohio Senate Bill 5, I urge you to review this information. If it passes, you will have to pay 20% of your health care benefit costs, and all raises will be merit-based.

IMPORTANT dates to remember:

- March 1st: deadline for the last Professional Development Excellence Pool for NTT faculty. Proposals must be submitted on FolioWeb and a faculty member must have completed his/her first full performance review to be eligible.
- April Faculty Council Meeting has been moved to April 18 in order to accommodate the Dean's schedule.

Auld asked for clarification regarding the NTT review. Fenk inquired about the timetable for Summer Development Awards. Andrews replied that the details are still being worked out.

V. FACULTY SENATE REPORT

Lashley reported that:

A. At their meeting on Nov. 8, the Faculty Senate:

--heard a report from Vice President Greg Jarvie of Enrollment Management and Student Affairs, who encouraged us to donate to KSU's "Last Dollar Fund", a discretionary fund maintained by Financial Aid to assist non-paying students through the remainder of a semester (rather than de-registering them). [Does this apply to us??]

--heard a report from Professor Mary Lou Holly regarding KSU's participation (along with five other northern Ohio partner universities) in a National Science Foundation grant to enhance the climate for women and other under-represented groups in STEM disciplines. Last spring a survey was sent out to all A & S tenured and tenure-track faculty to assess their perceptions of the college's climate. The survey data has now been analyzed. For nearly every question, women were more dissatisfied than men. Female associate professors were more dissatisfied than either assistant or full professors, a finding that was attributed to obstacles for women in being promoted from associate to full and the subsequent long time in rank for associate professors. Of the six universities participating in the project, KSU is second lowest in terms of female full professors in STEM disciplines, at 9.8%. The next step will be to create focus groups to discuss the issues raised by the survey.

--heard a report from Vice President Alfreda Brown of the Office of Diversity, Equity, and Inclusion, in which she presented a new "Diversity Scorecard" as a means of tracking progress in meeting diversity initiatives at KSU.

--voted on a motion to offer formal Faculty Senate endorsement of House Bill 365, which would extend collective bargaining rights to part-time faculty and graduate assistants. The motion failed, primarily due to its inclusion of graduate assistants, who are regarded by many faculty senators as enjoying the privilege of what is essentially a scholarship, not an employment contract.

Faculty Senate had been scheduled to meet on Dec. 13, but, due to bad weather, that meeting was postponed to January 10.

At the January 10 meeting, Faculty Senate:

--learned that a Commission on Teaching Evaluation, to be chaired by Professor Owen Lovejoy, has been charged with recommending improvements to the current Student Survey of Instruction form. Details of a strategy for appointing members to this Commission have not yet been finalized, but the intent is to insure that the group is representative of faculty without it becoming too large. The idea of creating a parallel commission of students is also being considered, and teaching evaluation is also going to be the topic of this semester's Faculty Senate Faculty Forum to be announced at a later date.

--discussed a proposed revision of the University Policy Regarding Student Plagiarism and Cheating, as well as the portions of the University Policy Regarding Administration of Student Conduct that make reference to academic dishonesty, offered by the Faculty Senate Commission on Academic Integrity (chaired by Linda Williams). Further revisions were suggested in light of the discussion, and a revised draft is on the agenda for a vote at today's meeting.

--discussed a revised draft of Policies and Procedures Regarding Distinguished Academic Ranks, offered by the Professional Standards Committee, the body that had been officially charged with drafting the document (a document that is mandated by the 2008 CBA and has been in progress for over two years). After the item had already been placed on the agenda, and the agenda and the proposed draft had already been distributed, the Provost offered a counterproposal that was then distributed to senators at the eleventh hour. The biggest issue of contention is the amount of involvement by faculty advisory committees at the departmental and college levels. Discussion between the Provost and Senate quickly escalated to hostility and accusation before breaking down completely. To quote from the minutes of the meeting, "Following an encounter between Senator White and Provost Frank over the intent of the revised draft from the Office of the Provost, the Provost and his staff departed." Nevertheless, Senate continued for an additional thirty minutes to discuss the merits of the two proposals and to advise the Professional Standards Committee on how to proceed. The issue will come up again at another meeting later this semester.

At their meeting today (Feb. 14), Faculty Senate will:

--vote on a proposal to establish an independent and interdisciplinary School of Digital Sciences. The proposed school would offer a Bachelor of Arts degree in Digital Sciences, an undergraduate minor, and a Master of Science degree in Digital Sciences.

--vote on a proposal from the Associate and Assistant Deans to revise the Academic Forgiveness Policy for undergraduates. Academic Forgiveness, under both the current and the proposed new policy, is for students who have returned to the University after a prolonged absence; once returning students demonstrate the ability to sustain a satisfactory level of performance following their return, all grades of C-, D+, D, F, NF, SF, M and U earned during the previous Kent State enrollment will be disregarded in the

cumulative calculations of grade point average. The proposed changes would 1) decrease the number of years returning students must be out of school before requesting forgiveness, from the current three (two for veterans) to one for everybody; 2) make the policy equitable for regional campus students and encourage them to go on to pursue baccalaureate degrees, by extending eligibility for academic forgiveness to those who already have associate degrees (in such cases, the academic forgiveness would apply only to coursework taken after the associate degree was earned); 3) eliminate the stipulation that students cannot attend other institutions of higher education during the one-year waiting period; 4) develop a notification system to alert students who are eligible for general academic forgiveness; and 5) reduce the number of hours of coursework required during the second enrollment in order to become eligible for academic forgiveness from 15 to 12 (a GPA of at least 2.0 on the second enrollment is also necessary for eligibility). All of these changes are being pursued in the hopes of improving KSU's retention and graduation rates.

--vote on a proposal to establish a Hospitality Management major within the Bachelor of Science degree, to be offered on the Ashtabula and Kent campuses and administered by the School of Foundations, Leadership, and Administration in the College of Education, Health, and Human Services.

--vote on a proposal to establish an Enology major within the Associate of Applied Science degree, to be administered by the Regional College and offered at the Ashtabula Campus. (Enology is the study of wine and winemaking.) This new degree program will be the first of its kind in the state of Ohio.

--vote on a proposal to establish a Viticulture major within the Associate of Applied Science degree, to be administered by the Regional College and offered at the Ashtabula Campus. (Viticulture is the cultivation of grapes.) This program will also be the first of its kind in the state of Ohio.

--reconsider a proposal to create a University requirement in Experiential Learning for all baccalaureate degrees, which Faculty Senate voted down by a narrow margin this past October. The proposal was returned to the Experiential Learning Task Force, who subsequently modified it to address the concerns previously raised.

--vote on the latest proposed revision of the University Policy Regarding Student Plagiarism and Cheating, offered by the Faculty Senate Commission on Academic Integrity. The biggest changes in comparison to the current policy involve 1) the creation of a Cheating/Plagiarism Sanction Form that would provide a universal method for documenting every instance in which faculty sanction a student; these forms would be maintained by the Judicial Affairs Office so that both individual student behavior and University-wide cheating and plagiarism rates can be tracked efficiently; 2) simplification of the appeal process for students accused of cheating or plagiarism; and 3) the establishment of a "Plagiarism School", to be administered by University Libraries, so that first-time offenders could complete a private, remedial session and thereby have the original faculty-imposed sanction mitigated.

In response to Lashley's report from Faculty Senate, Banker said that she may be able to implement the plagiarism-prevention training for students on our campus. In response to a question from Fenk, Lashley said that the latest proposed revision of the University Policy Regarding Student Plagiarism and Cheating removes the option of failing a

student for plagiarism, meaning that the proposed policy is more lenient than KSU's current policy.

VI. COMMITTEE REPORTS

STANDING COMMITTEE REPORTS

A. Academic Affairs

McEnroe-Petitte reported that the committee has received only 11 responses to a survey they disseminated to KSU at Tuscarawas faculty despite two follow-up e-mails and a copy of the questionnaire being placed in full time faculty mailboxes. The committee will meet to organize data we have and then present it to the Provost as per our action plans. Another activity of the committee was to review the request by Dr. Southerland asking to increase the hours of the practicum for Veterinary Hospital Practicum-VTEC 20392 from 225 hours to 240 hours due to a change in the accreditation standards that were recently announced by the AVMA accreditation committee. The committee voted yes – 6, no response – 2, abstain – 1, ill this semester – 1.

B. Faculty Affairs

Minnick reported that the committee met twice since the last FAC meeting to revise the Faculty Handbook, integrating suggestions from the Provost. Dean Andrews is reviewing the revised document now.

C. Electronic Communications

Wang reported that last semester's Blackboard Vista Brown Bag was successful, and faculty have requested more training. On Feb. 28, committee member Pam Halter will offer the next Vista training presentation. Also, Shannon Bailey has been working on setting up a faculty webpage site for Tuscarawas faculty. Once completed, the committee will offer training.

D. Library

Powers provided the following report from the Library Committee's meeting on February 10: The committee agreed to create a three-question paper survey about e-books and usability issues that will be distributed to selected groups of students. Using the information gathered, we plan to submit to faculty an electronic survey to determine their views on e-books versus print texts.

Library Director Tollie Banker reported that the plan to make library space more user-friendly is now in the demolition phase and that new carpet and furniture are on order. She noted that renovation has also begun on a new library study room. In addition, the Writing Center has scheduled hours in the library this semester, and plans have been made to establish a teacher resource area. Also mentioned was a proposed shift in the library's Saturday hours from the current 8:00 AM to 1:00 PM to new hours from 9:00 AM to 2:00 PM. The Committee also discussed the need for more computers with

Internet access in the library. The next meeting is scheduled for Tuesday, March 8, 12:15-12:45 PM, in Library Study Room A.

E. Student Affairs

Beltz reported that there are ten student projects for the upcoming Student Research Colloquium. March 4th is the deadline for students to submit progress reports.

AD HOC COMMITTEE REPORTS

A. Service-Learning.

No report

B. Artist Lecture Committee

Davis-Patterson reported that Jabali Afrika will present an African music and dance performance at Kent State University at Tuscarawas on Tuesday, Feb. 22 at 7 p.m. in the Performing Arts Center.

C. Diversity Committee

Davis-Patterson reported that the new CIIP (Current Issues and Interdisciplinary Perspectives) Club has held organizational meetings and membership drives this semester, and has sponsored two events (film showings).

VII. ADMINISTRATIVE REPORTS

A. DEAN'S REPORT

Dean Andrews reported that we are looking at several ways to balance the budget, including:

- switching to a phone system that works through our computers, and will offer substantial savings;
- cutting e-storage costs by encouraging faculty and staff to delete excess e-mails;
- reducing unnecessary duplication/photocopying, which overtaxes photocopying and printing equipment.

Dean Andrews further reported that:

- by March 15, the Governor will reveal the state budget. The SSI will be reduced next year. The presidents of all the state's universities have requested a lift on tuition caps beginning next year. We hope to minimize tuition increases for students, although our campus may not have control of that decision.
- this semester, we again broke our past records, with Spring 11 enrollment of 2617, and a mean credit-hour load of 9.47
- we made budget, but the state is providing only 11/12ths of our budget.
- we've added several arts classes, including Art History, Art Survey Drawing, Art of the Theater, Art of Acting, Intro to Scenery, Intro to Lighting, Studio Jazz, Dance as an Art Form, and Ballroom Dancing, all of which are well-enrolled.

- our Capital Campaign achieved 102% of its goal. The PAC will be debt free.
- we secured \$90,000 in funding (all from the local community) for the purchase and installation a marquis for the PAC. The marquis will be installed by the end of 2011, and will be located on High Avenue.
- the Steering Committee accepted the Master Plan, and the architects are presenting it to the Board of Trustees on March 8.
- we succeeded in obtaining an exception to the hiring freeze in order to proceed with a search for an English TT.
- we are proceeding with replacement positions in support, custodial services, and the Business office.

B. ASSISTANT DEAN'S REPORT

No report. The Assistant Dean was at an off-campus meeting.

C. OTHER ADMINISTRATIVE REPORTS

Gritzan announced that Fire Alarm System Renovation Project is scheduled for Founders Hall during summer 2011. If and when during that construction process it is necessary to take the fire alarm system out of service or test the system extensively we will schedule summer classes to meet temporarily in either SATC or TPAC to avoid disruption to classes.

VIII. UNFINISHED BUSINESS

No unfinished business.

IX. NEW BUSINESS

Bailey reported that 49 faculty and staff of our campus have excessive e-mail stored in their Outlook / Flashline accounts. If the faculty and staff do not delete excessive e-mails, our campus will be billed \$9,000 per month. He demonstrated ways to assess the size of your e-mail storage. Any questions, please contact the help desk.

Fox requested instructions about archiving e-mails. Bailey suggested simply downloading the attachments and deleting the e-mails, or seeing him assistance for other methods of archiving. Minnick asked whether it is possible to save an e-mail without its attachment. Bailey explained that the solution is to right click on attachment and select "remove"

X. ANNOUNCEMENTS

None.

XI. ADJOURNMENT

Adjournment: 12:51 p.m.