

**Kent State University  
Tuscarawas Campus**

**Faculty Council Meeting  
September 13, 2010  
Approved Minutes**

**Faculty Present**

Auld, Bears, Beltz, Brindley, Burkholder, Carlton, Das, Engohang-Ndong, Feng, Fenk, Fox, Fuller, Gerbig, Gurau, Graff, Green, Harding, Hoffman, Jewell, Kang, Keiller, Lashley, Li, McMillen, Petite, Minnick, Newman, B. Osikiewicz, Pech, Porr, Powers, Rajagopal, Thomas, Willey

**Administrators Present**

Andrews, Banker, Donely, Gritzan, Lappin

**I. CALL TO ORDER AND INTRODUCTIONS**

The Tuscarawas Campus Faculty Council meeting was called to order at 12:05 p.m.

**II. APPROVAL OF THE MINUTES**

The minutes of the April meeting stand approved, pending corrections recommended by B. Osikiewicz.

**III. TREASURER'S REPORT**

Keiller reported that the Flower Fund balance is \$556.53. Thanks to those who have already contributed their annual dues. For those who have not yet contributed, dues are \$10.00 and checks should be made payable to the Tuscarawas County University Foundation.

**IV. CHAIR'S REPORT**

B. Osikiewicz provided information from the RCFAC meeting on Friday, September 10, 2010. Highlights of that meeting:

- The new tenure and promotion policies were passed by Faculty Senate at their July 19<sup>th</sup> meeting. It called for substantial changes for regional campuses because of the elimination of the Executive Dean for Regional Campuses position. It is possible that Faculty Senate will revisit their changes during fall semester.
- Because of the elimination of the Executive Dean for Regional Campuses position, RCFAC will now be an advisory body for the Provost.
- We discussed how to better communicate with other campuses. It was decided that a central web location to house minutes and handbooks from all campuses would be a good idea. It was suggested that the Provost's Office be in charge of this webpage since the membership in RCFAC changes from year to year. Sue Averill agreed to have this set up.

- Gay Lindsay requested a list of volunteers for the Regional Campuses tenure Advisory Board (RCTAB) and Regional Campuses Promotion Advisory Board (RCPAB). The committees will be each consistent of 7 members; ideally, one from each regional campus. They are two separate committees. These two prestigious committees will review all faculty standing for tenure or promotion and make recommendations directly to the Provost. We are asked to bring our list of campus volunteers to the October meeting.
- There was a brief discussion about the electronic balloting process in FolioWeb.
- There was a brief discussion of FIS. We learned that FIS is currently housed in Education but is in the process of being transferred to David Dalton to make it more attractive.
- Provost Frank also attended to report on his meeting with Chancellor Fingerhut. Provost Frank wants to stress that the Chancellor is committed to increasing access to education, that the education be affordable, and to regional campuses providing more Baccalaureate degrees.
- We learned that a faculty member's FPIL (sabbatical) request will not be considered unless the faculty member's vita is in FIS. The deadline to submit a FPIL request is October 15 via FolioWeb.
- The Provost's Office has developed a proposal entitled: Regional System 2015 which is available on the Provost's Office webpage. We are asked to distribute this document to faculty and ask for feedback.

Important dates to remember:

- Deadline for Annual Workload Summaries (tenured faculty only) is September 15. You do not need to use FIS, but you must submit the required documents. According to the CBA, you need to submit an updated CV, course syllabi, and a list of professional activities.
- Deadline for submitting proposals to the University Research Council for Summer 2011 and 2011-2012 Academic Year Research and Creative Activity Appointments is October 4.
- Deadline for FPIL requests is October 15.
- Deadline for First year Tenure Track reappointments is November 30.

## V. **FACULTY SENATE REPORT**

Lashley provided information from the three Faculty Senate meetings since her last report (at the FAC meeting in early April 2010):

A. At the meeting on April 12, 2010, they:

- were asked by the Provost to make sure that the RTP criteria we include in our handbooks are MINIMUM criteria that do not guarantee reappointment, tenure, or promotion, with the focus being on the IMPACT the work has had, rather than its quantity.

- heard a report from Alfreda Brown, Vice President of Diversity, Equity, and Inclusion about the progress her office has made over the last six months.
  - discussed a proposal from the Professional Standards Committee to establish two new distinguished academic titles and rank (the details of the proposal are included in the minutes of the April 12 Faculty Council meeting, which we just approved a moment ago). We learned that the Professional Standards Committee is continuing to work on this proposal, and it will be brought back to Senate for a vote sometime this Fall.
- B.** At the meeting on May 10, 2010, they:
- elected Faculty Senate officers for the current academic year: Mack Hassler as Chair, Linda Williams as Vice Chair, Tom Janson as Secretary, and Erica Lilly as the At-Large member of the Senate Executive Committee.
  - approved a revision of the Catalog Rights and Exclusions policy to require undergraduate students who have not completed their degree requirements within six years to update to a more recent catalog. (The old policy gave undergraduates 10 years to complete their degree). The new policy went into effect this semester and is retroactive, meaning that students using a pre-2004 catalog will need to update their catalog by Fall 2011
  - approved a revision of the Dismissal Policy for undergraduate students to create consistency of standards and place the responsibility and costs for academic dismissals in the Office of the Provost.
  - approved the creation of a Doctor of Nursing Practice degree, effective Spring 2011.
  - approved the establishment of an Experiential Learning Requirement for all baccalaureate-seeking students, effective Fall 2011.
  - discussed the need to revise the Reappointment, Tenure, and Promotion policies in light of the elimination of the position of Executive Dean for Regional Campuses.
  - heard a report from the Faculty Senate Commission on Academic Integrity, who proposed that students would have an opportunity to voluntarily sign an Academic Integrity pledge in conjunction with their First-Year Experience course.
- C.** At the meeting on July 13, 2010, they:
- heard a report from the University Requirements Curriculum Committee (URCC) regarding their progress in formulating plans for Kent CORE Outcomes Assessment. (You may recall from my earlier reports that, in December of 2009, the Faculty Senate approved a proposal that established that Kent CORE courses would be required to assess learning outcomes; the URCC was charged with developing outcomes assessment templates and an approval process.)
  - learned about the inactivation of 11 different Master of Arts degree programs in the College of Education, Health, and Human Services, all of which will remain active within the Master of Education degree, effective Fall 2010.
  - approved a proposal to initiate a trial run of the Statement of Student Academic Intent (the academic integrity pledge I mentioned earlier), with follow-up and reporting back to Senate at a later date.

- approved proposed revisions (made by the Professional Standards Committee) to the Reappointment, Tenure, and Promotion Policies to eliminate the Executive Dean level of review for regional campuses candidates, in light of the elimination of the position of Executive Dean for Regional Campuses. I asked whether approving this motion would preclude additional revisions of these policies to incorporate recommendations made by Think Tank II, and was assured that it would not. I quote from the minutes of the July 13 meeting: “Chair Hassler concluded the current discussion by announcing that the Professional Standards Committee will be convened early in September 2010, and a new committee chair will be elected. It is known and asserted by the Executive Committee that Regional Campus issues [regarding reappointment, tenure, and promotion] must come before Professional Standards.”
- D.** Lashley reported that at today’s (Sept. 13) meeting, the Faculty Senate, will:
- discuss a proposed revision to the undergraduate residence policy. The current policy requires completion of at least 30 credit hours at KSU to earn a bachelor’s degree, and either the first 45 or the final 15 credit hours to earn an associate degree. The proposed new policy would require at least 30 passed hours in residence for a baccalaureate degree (of which at least 9 passed hours must be upper-division coursework in the major) and at least 15 passed hours in residence for an associate degree.
  - discuss a proposed revision of the requirement policy for the Destination Kent State: First-Year Experience course. The current policy waives the course for Kent Campus students who are 21 or older at the time of their first enrollment and for students who have 25 or more hours of transfer coursework. The new policy would be the same, except that it specifically excludes post-secondary and dual enrollment coursework, and it would apply consistently and explicitly across all eight campuses.
  - discuss a proposal to establish a Center for Nutrition Outreach, effective Spring 2011, to be housed in the College of Education, Health, and Human Services.
  - learn about two new concentrations—Global Health and Pre-Clinical Professions: Dentistry, Medicine, Osteopathy, and Veterinary Medicine—within the Bachelor of Science in Public Health degree, effective Fall 2011.
  - vote on the proposal by the Undergraduate Requirements Curriculum Committee regarding the format that would be used by academic units to submit a Kent CORE Learning Outcomes Assessment Plan to the URCC, along with the procedures that the URCC would use to review these submitted assessment plans.
  - have a second discussion of the Experiential Learning Requirement (first discussed at the May meeting).

## **VII. COMMITTEE REPORTS**

B. Osikiewicz reported that committee assignments are nearly finalized, and she invited last year’s chairs to provide committee reports if they wished.

## **STANDING COMMITTEE REPORTS**

### **A. Academic Affairs**

No report.

### **B. Faculty Affairs**

No report.

### **C. Handbook Committee**

B. Osikiewicz reported that the draft of the revised Faculty Handbook has been approved by the faculty; has been reviewed by Dean Andrews, who provided recommendations; and has been reviewed by Sue Averill, Associated Provost, who provided her recommendations. This year's Handbook Committee will work to integrate recommendations from the reviews, then submit the revised handbook to the faculty and then to the Dean by Oct. 24, 2010.

### **D. Electronic Communications**

No report.

### **E. Library**

No report.

### **F. Student Affairs**

No report

## **AD HOC COMMITTEE REPORTS**

### **A. Service Learning**

Willey requested that faculty involved with Service-Learning (S-L) contact her to ensure their classes and students are entered into the S-L reporting system.

### **B. Artist Lecture Committee**

Carlton reminded everyone of the campus event: "Evolution of the United States Constitution," presented by Judge Roger Lile on Thursday, Sept. 16 at 7 p.m. in the Founders Hall auditorium.

### **C. Diversity Committee**

No report.

## **VIII. ADMINISTRATIVE REPORTS**

### **A. DEAN'S REPORT**

Dean Andrews reported that:

- KSU at Tuscarawas's Fall enrollment is 2808 students, a 17.2% increase (413 additional students) over last Fall's all-time record enrollment. FTE is 1816, up

17.5% from last Fall's FTE of 1546. KSU at Tuscarawas has the highest retention rate (66.4%) of any of KSU's regional campuses.

- significant progress continues on the construction of the Performing Arts Center (PAC). The schedule of the PAC's inaugural season was released last week; over 300 ticket packages were sold the first day. Although many seats have been sold, Andrews remarked that "every seat is a great seat." With the final push of the fundraising campaign, Andrews is optimistic that the PAC fundraising goal will be attained.
- progress continues also on the Tolloti Center project. Discussions with the Economic Development Administration were finalized, and our application is now being reviewed by the Director of the Economic Development Administration in Washington. All looks good for being awarded the grant for the 5.5 million dollar project. The campus, through the Board of Trustees, will own the facility and the land; the CIC of Tuscarawas County will be the managing group of the facility. The master plan is in its final stages, with steering committee recommendations being routed to the consultants, and then to the Board of Trustees for their approval.

#### **B. ASSISTANT DEAN'S REPORT**

B. Osikiewicz reported that the assistant dean was unable to attend today's FAC meeting, as she was at the Kent Campus to represent the dean.

#### **C. OTHER ADMINISTRATIVE REPORTS**

Lappin reported that:

- flu shots will be available on campus on September 20 from 11:30 a.m. – 1:30 p.m., at no cost for those with insurance coverage through KSU.
- information about AED training and basic life support courses was delivered to faculty mailboxes.
- cardiovascular screening services will be offered on campus; Lappin introduced Georgia Coda, of Healthy Life Screening, who elaborated that the company will offer onsite cardiovascular screening in a non-invasive format (no disrobing, no blood draws) on Oct. 18, from 8:30 a.m. on, in ST113. The screening costs \$175; according to Coda, the screening tests' value is up to \$2000. Visa, MC, cash, check, and FSA are accepted. Spouses of employees are eligible. For more details, please see reminder e-mails, which will be forthcoming.

#### **IX. UNFINISHED BUSINESS**

No unfinished business.

#### **X. NEW BUSINESS**

No new business.

#### **XI. ANNOUNCEMENTS**

- Gritzan requested that faculty planning to use KSU vehicles should please stop by the business office to provide proof of your current, valid Driver License.

- Donley reminded all of the Early Alert system, through which faculty may request outreach to students to support students' academic success.
- Banker asked faculty to remind students that the library is available for them.
- Keiller encouraged everyone to consider making a Brown Bag presentation to share their research, teaching, or other professional activities.

## **XII. ADJOURNMENT**

Adjournment: 12:42 p.m.