

Tuscarawas Campus Faculty Council Meeting Minutes

March 11, 2013

Faculty Present: Akpan, Baker, Brindley, Cheng, Crume, Davis-Patterson, Engohang-Ndong, Fenk, Fuller, Green, Hediger, Hoffman, Jewell, Jones, Kang, Lashley, Li, Liptok, Minnick, Osikiewicz B., Pech, VanFossen, Wang

Administrators Present: Andrews, Bronkar, Donley, Gritzan, Haldar, Poto

I Call to Order

Lashley called the meeting to order at 12:06 pm.

II Approval of February 4, 2013 minutes

Unanimous approval of the February minutes (Liptok/Li)

III Treasurer's Report:

Osikiewicz reported that the current balance of the Tuscarawas Campus Flower Fund is \$231.25. This balance includes two withdrawals of \$38 each and a deposit of \$185. Of the 52 faculty members, 34 faculty (or 65.38%) have contributed to the flower fund, and 18 faculty (or 34.52%) have not contributed. The faculty rate of contribution is higher than the administrator rate of contribution. Of the 28 administrators, only 10 (or 35.71%) have contributed; whereas, 18 administrators (or 64.29%) have not contributed.

IV Chairperson's Report

Lashley reported that RCFAC met on February 8, 2013. At that meeting, RCFAC:

- learned that the regional campus deans decided that there would be no Summer Regional Campus Professional Development Grants this year, due to a potential \$8 million cut in state funding. The deans will review the possibility of reinstating the program next year.
- learned that EPC has established a sub-committee to review the University's graduation policies and to explore ways to encourage students to complete courses and degree programs. This is in response to the likely new state funding model that will shift to funding based on course completion and graduation rates rather than fifteenth day enrollment figures. Among the policies that this EPC sub-committee will be considering will be a policy requiring students to take their developmental courses early in their college career (which would affect only the RCs, since developmental education will be gradually phased out at the main campuses of Ohio's state universities). Another policy change that will be considered will be to limit the number of times a student can repeat a course.
- learned that our proposed revision to the University policy regarding the granting of Emeritus status has been approved by the Provost and is awaiting approval by the President.

- agreed on whom to nominate for the Associate Provost Search Committee and Dean Mohan's Review Committee. Lashley subsequently learned that our own Molly Wang has been appointed to the Associate Provost Search Committee.
- discussed our charge from Faculty Senate to make recommendations regarding appropriate norming groups for the SSIs of RC faculty. It appears that, instead of consensus on this issue across the various campuses, there is support for two mutually-exclusive solutions: increasing the number of norms to include, perhaps, a departmental norm in addition to the campus norm we currently have; and reporting no norms at all, simply letting an individual faculty's scores stand on their own merit. This issue will be addressed again at the upcoming RCFAC meeting on Friday, March 15.

Lashley reported that in campus news:

- The senior faculty have completed all of the NTT performance reviews other than the four annual reviews, and Lashley plans to have a meeting to discuss those files next week.
- It is once again time to elect Faculty Council officers for next year. Vice-Chair Sandra Pech will be distributing nomination forms to your mailbox shortly. She will then solicit additional nominations from the floor at our April Faculty Council meeting, after which an election will be conducted via paper ballot.
- It is also time to begin the process of determining faculty office assignments for next year. You will receive a memo with your points calculation (using the revised system we recently approved) and your ranking relative to your colleagues. Lashley will then start at the top of the list and contact each faculty member individually to see if you would like to request a change in office assignment.

V Faculty Senate Report

At the February 11, 2013 meeting, Minnick reported that Faculty Senate:

- questioned Provost Diacon
 - (1) about the University's current faculty/student ratio and TT/NTT ratios. This question was prompted by the Provost's stated desire to reduce the size of freshman composition classes to 19 students maximum.
 - (2) about the new advising requirement for students prior to registering for classes. Serious concern was expressed about whether there were enough competent advisors to meet this new requirement, whether there was adequate time prior to registration to accomplish this, who was authorized to remove a registration block, and how this might delay registration and impede graduation for some students.
- heard Chair Farrell state that the Senate's Spring Forum will be on the topic of RCM and its impact on academic quality.
- discussed and approved thirteen EPC proposals, only one with serious opposition. That one was a change to the Kent Core "Additional" category to allow for more choice for students. The current requirement is to choose two courses, with each from a different category. The change is to eliminate the requirement that the two courses be from

different categories. The change was being requested by the Provost's Office due to too many exception requests currently being generated. The concern was over whether the change would significantly reduce the breadth of the core courses taken by students. Currently, a student can take 2 (Mathematics and Critical reasoning) to 4 (Humanities and Fine Arts) courses from a category depending on the category. The change allows a student to take two additional courses from one category if desired. Based on the makeup of the core, this change would allow a student to take at most 4 courses out of 12 total in one particular subject. The proposal was approved 22 to 16.

- discussed a revised University Policy on Distinguished Ranks years in the making. After some discussion about the removal of a diversity statement, it was decided that the Senate will vote for final approval at the March meeting.

VI Committee Reports

Standing Committee Reports

A. Academic Affairs

Jewell reported that the committee met to discuss the proposed new Bachelor's degree in Agribusiness. This degree program came from the New Program Development Task Force and the emphasis of the degree is on business. Since there were no questions or comments, a vote to approve the Agribusiness degree was taken and passed unanimously.

B. Faculty Affairs

Osikiewicz reported that the committee met three times since the last faculty meeting and have two additional meetings scheduled for this week. The discussion is focusing on the representative faculty council. The committee is deciding on how to integrate the suggestions from last year's discussion into the proposal. Once the committee decides on a proposal, it will be submitted to Dean Andrews and the entire faculty. The plan is to have a couple of townhall meetings to discuss the proposal after it is distributed.

C. Electronic Communications

Kang stated that the committee met on February 6th to discuss the computer refresh. Shannon Bailey and Jeremy Bailey offered a PowerPoint presentation on the plans for the refresh. Our campus is developing a virtual desktop infrastructure (VDI) that will be implemented in Fall 2013. The technology provides us with a desktop-centric service that hosts users' desktop environments on remote servers, which are accessed over a network using a remote display protocol. The benefit for each user is that when you move between work locations each user can still access the same desktop environment with their applications and data. For IT administrators, this means a more centralized, efficient client environment that is easier to maintain and responds more quickly to the changing needs of the user and business. The presentation is available at

<http://prezi.com/jyrs3zwokqkg/copy-of-vdi-presentation/?kw=view-jyrs3zwokqkg&rc=ref-29745689>

Kang also stated that the University will no longer provide new faculty with a laptop

because of the university budget and the VDI technology development. Faculty who currently have an university owned laptop may continue to use it. The University encourages faculty who prefer using a laptop to seek external research funding. A faculty member will not be allowed to use his/her \$800 professional development money to purchase a laptop. Kang also reported that the committee will survey the faculty about their needs related to online teaching. This information will be used to schedule workshops. All survey information will be shared with the Assistant Dean. Fenk asked Dean Andrews if the faculty are required to purchase their own laptop. Dean Andrews stated that every faculty meeting will be provided with a desktop unit to do their work. Lashley asked if providing only a desktop was for cost saving measures. Kang reported that this was one of the reasons. Minnick asked if the computers in the classrooms will be converted to cloud units. Dean Andrews stated that under the current proposal that all computers would be tied into the infrastructure that is being created. Therefore, the computers located in each classroom will use the VDI technology. A townhall discussion on the virtual desktop proposal is scheduled for noon on Thursday, March 21.

D. Library

Green reported that the committee met last Monday and are going forward with the name the dinosaur contest. Submissions are due today and voting will take place tomorrow. Bronkar said that she gave the avoiding plagiarism presentation last week and that 28 students attended. She will be doing an eportfolio presentation next week. The course guides are going over well with students. Bronkar stated that she wants to do at least two presentations a month and welcomes suggestions. Lashley asked if the presentations can be tailored to specific disciplines and Bronkar stated she can do this.

E. Student Affairs

Engohang-Ndong reported the committee has a meeting next week. The committee has received the midterm reports from the student research proposals. Next week the committee will be working on a proposal concerning student research conferences. The committee currently has a draft of the proposal and will finalize it next week.

Ad Hoc Committees

A. Artist Lecture Committee

Davis-Patterson reported that there is a free concert by saxophonist Matt Corey on Wednesday, March 14 in the Performing Arts Center.

B. Diversity

Davis-Patterson reported that the committee met on February 28 to finalize the plans for Heritage Week and its expanded offerings this year. In addition to *Taste of the World* on Wednesday, April 10th from 12-1, there will be *International Play: Children's games from around the world* on Thursday, April 11th from 4:30-5:30 in the Founders Hall main entrance sponsored by our early childhood education program. Furthermore, there will be a display on nutritious foods from around the world in the Founders Hall main entrance during the week which is sponsored by Crume and Beltz. The Heritage Week Poster contest is currently underway.

C. **Service Learning**

Green reported that the committee met and discussed the nominations and awards for the April awards ceremony.

D. **Safety Committee**

Gritzan stated that the committee has not met yet this semester.

VII Unfinished Business

There was no unfinished business.

VIII New Business

There was no additional new business. Note that the vote on the Agribusiness degree took place during the Academic Affairs report.

IX Administrator Reports

A. Dean's Report

Dean Andrews reported on the following items:

- **Founders Hall Renovation:** Bids for the Library and Founders Hall Renovation projects have been accepted. The contracts are in the process of being signed and awarded. The project begins on May 13th.
- **Searches:** Dr Adrian Jones has accepted a tenure-track position on our campus beginning this fall. Ashley Kangas has accepted our offer for tenure-track in Psychology. The Nursing Search Committee has been formed although charge letters have not gone out yet. This nursing position is a replacement for Donna Thomas who retired in December. The ad for the Computer Animation and Game Design position has run but the committee is still being formalized. Concerning other possible searches, they continue to evaluate the need for another faculty member in vet tech because of the growth of that degree program. In addition, they are reviewing classifications for an educational technologist in order to hopefully have that position in place by the beginning of fall semester. Dr. William Beisel has accepted the position of director of Business and Community Services and began his duties a couple of weeks ago.
- **Tolloty Center:** The bids have been accepted for the Tolloty Center project and anticipate a June groundbreaking on that project.
- **NTT Reviews:** Dean Andrews stated that he has completed all of his NTT reviews. A couple of faculty will be reviewed again next year and the decision was made to not reappoint one faculty member.
- **Saturday Classes:** The students that are taking classes on Saturdays would prefer to take their classes during the week. We will continue to evaluate it again this year. In a very tight budget environment it does not appear to be a good use of resources to maintain Saturday classes. However, no final decision has been made yet.
- **New Offices in Founders Hall:** Gritzan reported that they are looking at the need

for additional faculty office space in Founders Hall. The proposed design of the new office complex was distributed. The proposal is an expansion to Founders Hall on the north side of the B-wing. There will be a total of 18 additional offices and 14 of these offices will have a window. There will also be the addition of four classrooms about the size of C108. There are also two faculty conference rooms in the proposed plan. The design is in the planning stages right now, but the architects gave a preliminary cost of about \$4 million dollars depending on what utilities need to be added. There will be the loss of one existing office in order to put a hallway connecting the existing offices to the new office complex. Gritzan believes that office B110 will no longer exist. Lashley asked if this means that some offices which currently have a window would lose the window. Gritzan stated those offices that face east in the current B-wing complex would become interior offices and lose the window. Dean Andrews noted that within the next two to three years we will have over 60 full-time faculty members. Therefore, this seems to be the most cost efficient solution that will keep the faculty together as much as possible. This project would not begin until summer 2014.

B. Assistant Dean's Report

Assistant Dean Haldar reported on the following items:

- **Workflow Changes:** The Registrar's Office has indicated that the workflow will be enhanced. There is a new framework for increasing performance for the change of grade workflow. You can now enter special characters that you could not previously enter.
- **Distance Learning:** The Campus is adding to our web offerings. Haldar stated that she is especially looking at the Kent Core courses for web offerings this summer. There is a Quality Matters workshop at Youngstown State University on April 19th. All details were distributed in an email, but if you have any additional questions, please contact Assistant Dean Haldar.

C. Other Administrator Reports

- Gritzan reminded everyone that there will be construction in Founders Hall this summer and there will be restrictions in place.
- Donley reminded everyone of four dates:
 - Information Night is Thursday, March 21st.
 - Spring Awards Ceremony is Friday, April 12th at 6:00 pm.
 - In the morning on Friday, April 12th some of our counties creative writers will be on campus for the fourth annual writers workshop.
 - On Friday, April 26th we will have numerous juniors on campus learning about how to behave in a professional environment and learning about personal finance.

X Announcements

Hediger announced that there will be a Service Learning brown bag presentation on Wednesday, March 13th, and the Virtual Desktop Presentation on Thursday, March 21st.

XI Adjournment

The meeting was adjourned at 12:52 pm.

Respectfully submitted,
Beth Osikiewicz,

Tuscarawas FC Secretary/Treasurer