



FACULTY SENATE

TO: Members of the Faculty Senate and Guests **DATE:** October 1, 2013
FROM: Paul Farrell, Chair of the Faculty Senate
SUBJECT: Agenda and Materials for the October 7, 2013 Faculty Senate Meeting

Attached you will find the agenda and the materials for the October 7th Faculty Senate meeting. As always, we will meet in the Governance Chambers at 3:20 p.m. Please join us, if you can, for a few minutes of informal conversation prior to the meeting.

1. Call to Order
2. Roll Call
3. Approval of the September 9, 2013 Faculty Senate Meeting Minutes
4. Provost's Remarks
5. Chair's Remarks
6. CAO Elections
7. Reports
 - a. University Teaching Council Status Report (Dave Dalton, Outgoing UTC Chair)
 - b. Report on Student Survey of Instruction (Jarrod Tudor, Provost's Fellow)
8. New Business: Resolution on Open Presidential Search
9. Announcements / Statements for the Record
10. Faculty Senate Meeting Adjournment



FACULTY SENATE
Minutes of the Meeting
September 9, 2013

Senators present: Ann Abraham, Patti Baller, Madhav Bhatta, David Dees, Vanessa Earp, Paul Farrell, Rick Feinberg, Steve Fountain, Lee Fox-Cardamone, Kimberly Garchar, George Garrison, Willie Harrell, Mack Hassler, Min He, Albert Ingram, Jay Jahangiri, Thomas Janson, Robert Kairis, Mary Kellerman, Deborah Knapp, Tracy Laux, Richard Mangrum, Stephen Minnick, Jayne Moneysmith, David Riccio, Mary Beth Rollick, Susan Roxburgh, Edith Scarletto, Vilma Seeberg, Deborah Smith, Fred Smith, Beatrice Turkoski, Terrence Uber, Roberto Uribe-Rendon, Robin Vande Zande, Will Ward, Christopher Was, Susan Weaver, Donald White, Kim Winebrenner

Senators not present: Brian Baer, Mary Ferranto, Oana Mocioalca, Daniel Roland, Linda Williams

Ex-Officio Members present: Provost & Senior V.P. for Academic Affairs Todd Diacon; Vice President Greg Jarvie; Executive Director Deborah Huntsman; Deans: Sonia Alemagno, James Bracken, Robert Sines, Deborah Spake, Mary Ann Stephens, Susan Stocker, Wanda Thomas, Stanley Wearden, Mary Ann Haley for James Blank, Ralph Lorenz for John Crawford; Director Robert Walker

Ex-Officio Members not present: President Lester Lefton; Vice Presidents: Grant McGimpsey, Alfreda Brown, Gene Finn, Gregg Floyd, Iris Harvey, Ed Mahon, Willis Walker; Deans: Daniel Mahony, Donald Palmer, Eboni Pringle, Douglas Steidl

Observers present: Kelsey Meadows for Michelle Crisler (USS), Larry Osher (Podiatric Medicine), Myra West (Emeritus Professor)

Observers not present: Michael Allen (GSS)

Guests present: Nichole DeCaprio, Dennis Eckart, Pamela Fitzgerald, Julie Gabella, Keli Greene, Jeff Hallam, Vincent Hetherington, Tess Kail, Jill Kawalec, Shay Little, Richard Marsh, Monique Menefee, Mary Mooney, Geraldine Nelson, Amy Quillin, Char Reed, Said Sewell, Katie Smith, Therese Tillett, Andrew Tonge, Jarrod Tudor, Emily Vincent

1. Call to Order

Chair Farrell called the meeting to order at 3:20 p.m. in the Governance Chambers, second floor, Kent Student Center.

2. Roll Call

Secretary Earp called the roll.

3. Approval of the Faculty Senate Meeting Minutes of July 15, 2013

Chair Farrell called for corrections to the meeting minutes. Senator Janson moved to approve the meeting minutes; Senator Vande Zande seconded. The minutes of the July 15, 2013 meeting were approved.

4. Briefing by the Chair and Vice Chair of the Presidential Search Committee (Trustee Richard Marsh and Trustee Dennis Eckart)

Mr. Marsh thanked the Faculty Senate for allowing him and Mr. Eckart the opportunity to discuss the presidential search. He stated that there were two things he wanted to accomplish. The first was to give a short description of the search process and the second was to have an open dialogue to gather the views and opinions of Faculty Senate members on what they would like in a new president.

He stated that President Lefton announcing his retirement far in advance makes the job of finding a president less stressful. There are a lot of other presidential searches taking place (Ohio State University, University of Akron, and University of Pittsburgh are just a few), which makes it a very competitive environment. The search committee has been formed and has 17 members; the membership of the committee is dictated by university policy. Seven members of the committee are from academic affairs, two faculty members from the regional campuses, two students, community members, two members from the administration, and two members from the Board of Trustees. The university is working with a search firm, Storbeck/Pimentel. Mr. Marsh stated that the main role of the search committee is to recruit candidates. Currently the committee is meeting with different groups around campus and gathering information on what the university community would like in a new president.

From these meetings they have learned that the university community feels that academics are most important. Research is also critical, along with strengthening the regional campus system. Finding someone with experience at a public institution along with collective bargaining experience is also important.

Questions:

Senator Fred Smith asked how transparent the search will be once the process actually begins. Will the campus be given information on the finalists? Mr. Marsh responded that at every meeting they have had the search committee has heard this concern. At this point, he is not sure how the search will play out. They have been briefed by the university's legal counsel and will follow the law in terms of what must be shared.

Senator Riccio stated that he was glad to hear that academics was an important consideration. He wanted to add that the successful candidate should also have been a successful academic. He pointed out that another university had hired a non-academic CEO for their president and that had proved disastrous.

Senator Deborah Smith echoed Senator Riccio's statement and expressed her happiness to hear that hiring an academic was important. She also stated how important she felt hiring an individual with collective bargaining experience was. In the past there had been difficulties when administrators had not had this type of experience. She also stated how important it was to share the candidate's information with the university. While it is understandable that information on the early candidates cannot be shared, once the list of finalists has been agreed upon, that information should be shared. Mr. Marsh replied that sometimes it is difficult to share information because the best candidates are already in very good positions and don't want to jeopardize their current positions. He stated it is a delicate balancing act. Senator Smith replied that if a candidate did not want their information shared that should be a red flag to the search committee.

Mr. Eckert replied that he agreed experience in, and a healthy respect for, a collective bargaining environment was important. He went on to say that they should also have a healthy respect for how shared governance at a public institution worked.

Senator Garrison stated the he felt there were four items he would like the search committee to keep in mind. First, shared governance is very important. Secondly, tenure and promotion must be protected. Third, collective bargaining is important at Kent State. Finally, the fair labor standards for all employees should be upheld. He also expressed his concern over the lack of an African American faculty member or student member on the search committee. He stated that the experiences of African Americans at Kent State are different than other groups and are very important. Mr. Marsh thanked Senator Garrison for his comments and replied that there are two African Americans on the search committee. Senator Garrison responded that they are not faculty members. He also expressed concern that there were names of African American faculty members put forth by the Committee on Administrative Officers for the search committee; however, none was selected.

Senator Laux stated that after listening to Senator Garrison's concerns he wanted to stress how important it was to share the information on the finalists with the university community so a broad range of feedback was available. He also stated the he would like to see the next president understand and base decisions on the fact that the employees of Kent State represent the most valuable, important and useful component of the university infrastructure. He would also like to see the motto "Excellence in Action" extended to our student body.

Senator Jahangiri stated that he was unaware that names were sent by the Committee on Administrative Officers and that perhaps they should reconsider and add an African American member to the search committee. Chair Farrell clarified that the Committee on Administrative Officers sent five or six names to the search committee and that only two had to be selected according to university policy. In addition, one name was sent by the Regional College Faculty Advisory Committee (RCFAC) for a representative from the regional campuses. The university policy states that the current Faculty Senate Chair be a member of the committee along with two other faculty members and a faculty member from the regional campuses recommended by RCFAC.

Senator White stated that perceptions were very important and that if a candidate was not willing to come and meet with the faculty before being appointed, it could cause a lot of hard feelings and make it difficult for the new president.

Mr. Marsh and Mr. Eckert thanked Faculty Senate for their time and input.

5. Chair's Remarks [attached]

Chair Farrell read his remarks.

6. Report: State Mandated Remediation-Free Standards (Provost Diacon)

Provost Diacon welcomed all the members of Faculty Senate back for the semester. He presented an overview of House Bill 153. This bill establishes remediation free standards and assessment threshold scores in mathematics, reading, and writing. According to this legislation, if a student scores a certain level on a standardized test (either the ACT or SAT), that student must be placed into a credit-bearing course. Even if the ALEKS testing suggests the student be placed in a remedial course, this legislation would mandate they be placed in a credit-bearing course. The legislation also requires that the Board of Trustees approve of the remediation free standards by December 2013 and that the standards be implemented by Fall of 2014. This is not as dire as it sounds. It will have the greatest impact on the Mathematics and English departments. The faculty in those departments have been meeting and figuring out how they want to handle these changes. The departments will recommend the changes to URCC and then to EPC. Provost Diacon invited Dr. Tonge, chair of the Mathematical Sciences department, to speak briefly on how they think they will handle these changes.

Dr. Tonge stated that, if a student scores a 22 on the ACT, they would normally be placed in calculus. However, if this student is in a major that doesn't require calculus, another course, MATH 11008 titled Explorations in Modern Mathematics, will be made available as an option for that student. They are also revising Math 10041 Elementary Probability and Statistics, to accommodate students who want to take statistics.

Senator Deborah Smith stated that it was her understanding that Explorations in Modern Mathematics already exists. Will the curriculum be dumbed down to allow students to pass the course? Dr. Tonge replied that they are not changing the requirements of the Explorations in Modern Mathematics course. In the case of the statistics course, they were adjusting it to correspond with the Ohio Transfer Module, which contains slightly less than we do in the course now. This will also permit changing the way they teach the course, so it is less procedural and more conceptual.

Provost Diacon stated that the specific procedures will have to go through URCC and EPC. However, he wanted to make sure Faculty Senate was aware of this because the Board of Trustees will be voting on acceptance of the principle at their upcoming meeting.

Senator Dees asked if this legislation will impact the regional campuses. Provost Diacon replied that this legislation will not impact the regional campuses. Under this legislation the Kent Campus will no longer receive state subsidy for students enrolled in remedial classes; however, the regional campuses will continue to receive the subsidy.

Senator Janson asked for clarification on Dr. Tonge's remarks about the possibility of raising credit hours to accommodate the new legislation. He strongly disagrees with raising the number of credit hours that the students must take. He also did not understand how this could go to the Board of Trustees, when we do not know how they will be implemented. Provost Diacon stated that the Board of Trustees is only voting on the acceptance of the remediation free standards not the implementation details which do not have to be in place until the fall of 2014. For the vast majority of the students, Dr. Tonge replied that this will not be a change in the number of credit hours because they will be recommending the student, who currently takes Math 10009 Modeling Algebra, should instead take the statistics course, which is accessible to students with a low level of algebra preparation. As the Provost indicated, they would be taking a couple of hours less. There is also the option to take Explorations in Modern Mathematics.

7. EPC Items

- a. Division of Graduate Studies: Establishment of policy on academic standing for graduate students to replace current policies on dismissal and dismissal appeals. Effective Fall 2013. Tabled at July meeting. Modified to include CPM students.

Chair Farrell indicated that this was tabled at the July meeting to enable incorporation of the special case of the College of Podiatric Medicine.

Provost Diacon provided some background information for those who were not present at the July Faculty Senate meeting. He apologized for the confusing presentation about the CPM language at the July meeting, and also apologized that the language was added to the catalog before it had been approved by Faculty Senate. It is no longer there now. The language had already existed in other places and it was the purpose of this motion to incorporate it into the catalog.

The motion passed unanimously.

- b. Office of Enrollment Management and Student Affairs: Revision to administrative policy 3342.3-01.2 regarding class attendance and class absence to ensure compliance with state and federal laws (e.g., Americans with Disabilities Act) and to provide greater procedural clarity relative to the various reasons for students' class absences. Effective Fall 2013.

Vice President Jarvie presented this policy change. Senator Deborah Smith asked if this policy change would require her to change how she teaches her courses. For example if she has a course that is heavy on discussion and the student is absent, does she have to provide a way for that student to makeup the discussion work. Vice President Jarvie replied that she did not have to change the course. The faculty are not required to alter the course to accommodate the student. For example, if attendance is important due to activities that can only be done in class, it is the student's responsibility to attend class. If this causes a problem, then the student can look for another class to fulfill that particular requirement.

The motion passed unanimously.

- c. EPC Ad Hoc Committee for Academic Policies: Revision to university registration policy to limit course registrations adds after the semester has begun—from current end of second week to proposed end of first week (prorated for summer and part-of-term courses)—as well as to update language reflecting current practices. Effective Fall 2014.

Chair Farrell stated that currently students can self-add a class up to the end of the second week of the semester. This change would only allow students to self-add a new class up until the end of the first week of classes. Associate Provost Tankersley clarified that although students can only self-add up until the end of the first week, they can be added to the class after the first week. However, this would require the signature of the instructor. Senator Rollick requested that somewhere, on the form the instructors have to sign to allow a student to add after the first week, that there be language making sure the instructor understands that, if they allow the students into the class, they must make sure all the pre-requisites have been met. Associate Provost Tankersley thanked Senator Rollick for her suggestion and stated that the workflow for this process will hopefully be online and that will be worked into the process. Chair Farrell stated that this change will not go into effect until the electronic workflow has been designed. Therese Tillett confirmed this was correct.

The motion passed unanimously.

- d. Office of the Provost: Revision to policy on instructional activities and the credit hour to include a definition of emporium courses. Effective Fall 2013.

Associate Provost Tankersley presented this proposal. There was no discussion.

The motion passed unanimously.

- e. Office of the Provost: Revision to policy on catalog rights and exclusions to include course specifications, and revision to administrative policy and procedure 3342.3-01.1 regarding academic requirements, course specifications and course offerings. Effective Fall 2014.

Associate Provost Tankersley presented this proposal. It seeks to clarify that, when a student takes the course, the specifications that are designated with that course at the time of the student's enrollment are the specifications that are in effect. Specifications are things like meets the writing intensive or diversity requirements. Senator Janson stated that when this change was brought to EPC they specifically discussed how this would impact courses that met

the university diversity requirement. If a student took a class and then two semesters later it was designated a diversity class, the student would not be given diversity credit for that class. Chair Farrell said that in those cases, where the course in fact was exactly the same course, but, for example, the diversity requirement had not been approved when the student took it, they could make a special request to the Office of the Provost as they can for other reasons. Associate Provost Tankersley confirmed this.

The motion passed unanimously.

- f. Office of the Provost: Revision to administrative policy 3342-01.5 on academic forgiveness to replace outdated language regarding how the university calculates credit hours and GPA when academic forgiveness is applied to a student's record. Effective Fall 2014.

Associate Provost Tankersley presented this proposal. There was no discussion.

The motion passed unanimously.

8. Old Business: Motion to amend the Faculty Senate Bylaws regarding representations of Colleges

Chair Farrell recapped the discussion from the May Faculty Senate meeting on this issue, and the fact that this was the substitute motion, which was proposed at the May meeting by Vice Chair White and seconded by Senator Deb Smith. The motion was to amend the bylaws of Faculty Senate as follows.

"To provide representation from the College of Podiatric Medicine and other colleges, which may not meet the current requirement of 10 regular faculty for direct representation, it is resolved to amend the Faculty Senate Bylaws as follows:

Replace 3342-2-06 (B) (1) (d) with:

3342-2-06 (B) (1) (d) If an academic unit has fewer than ten regular faculty members, but the total number of full-time faculty members exceeds ten, then the electorate for that unit will consist of all full-time faculty members.

3342-2-06 (B) (1) (e) If an academic unit or the full-time non-tenure-track unit has fewer than ten members, the unit shall be represented in faculty senate elections through self-determined affiliation with another academic unit. The total number of faculty in the combined units shall determine the number of representatives to be accorded to them."

Senator Deborah Smith provided a brief account of the history of this issue for new members of Faculty Senate. She also asked how the College of Podiatric Medicine is progressing on creating guidelines for reappointment, tenure, and promotion so that they may hire tenure-track faculty in the future. Senator Smith indicated that she would like to hear from some of the College of Podiatric Medicine faculty present. Dr. Osher replied that their faculty is still very interested in having tenure-track status and those conversations are ongoing with the Provost's office. However, at this time, due to the heavy class load, they have not worked on the guidelines. They are also in the process of searching for a new dean and that takes priority at the moment. Dr. Stephanie Belovich and Dr. Vincent Hetherington of the College of Podiatric Medicine concurred. Dr. Hetherington, who is Senior Associate Dean, also indicated that he believed that tenure was something that the faculty would desire, and something that hopefully the new dean will be interested in moving that forward as well. Provost Diacon reaffirmed what he said in the July meeting which is that the Office of the Provost, and himself in particular, were committed to pursuing this matter and that requires discussions with the faculty.

Dr. Mary Mooney also indicated that there was a great deal of interest in becoming tenure-track faculty, but that, given their small faculty size, they had not the resources to proceed with the discussion simultaneously with the search for a new dean.

Senator Garrison indicated his delight at hearing that faculty at CPM were interested in becoming tenure-track, and assured them of strong support in the effort.

The motion passed unanimously.

9. Announcements / Statements for the Record

Senator Janson reminded Senate of his remarks in the past on his desire to have a more comprehensive policy on what should be included in course syllabi. Faculty receive many requests from different offices to include materials in the syllabus, which are not required by policy. Senator Baller indicated that the College of Nursing has developed templates for their graduate and undergraduate syllabi, and offered to share them with Senate. Chair Farrell agreed that the practice of different offices requesting additions to syllabi is a problem. Perhaps these should be coordinated through the Provost's office, so there is a uniform list of links to them. Then Senate could decide whether to add them to a policy or recommend their inclusion.

Senator Feinberg complimented the Executive Committee of Faculty Senate and the Provost's Office for working together productively over the summer. While there was a long agenda for today's meeting, it was worked through quickly. There was a high level of agreement and he thinks that is a good testament to the faculty that both the Executive Committee and the Provost's Office did their homework and have been working together collegially.

Chair Farrell added that he believes the Education Policies Council has been working much more effectively and having substantive and meaningful discussions on items, which also is a big change. So I would also like to thank the Provost and the members of EPC, because those discussions have made the policies we brought forward to Senate significantly better, and therefore ones we do not have to discuss at length or amend on the floor of senate.

Senator Dees asked the Senators to consider putting their names forward for the Faculty Development Advisory Steering Committee.

10. Adjournment

Chair Farrell adjourned the meeting at 4:57 p.m.

Respectfully Submitted,
Vanessa J. Earp, Secretary Faculty Senate

Paul Farrell - Remarks to Faculty Senate, September 9, 2013

Welcome to the September meeting of Faculty Senate, the first meeting of the Fall 2013 session.

I would like to welcome back our office secretary, Tess Kail, who has been ill with MRSA, an antibiotic resistant staph infection. Her absence was definitely noticed. The inferiority of the documentation for this meeting was due to it being done by me rather than by the experienced hand of Tess.

The main news over the summer was the initiation of the search process for a new President. Since that has already been addressed, I shall not address it further at this time.

Since President Lefton is not with us today, I would also like to mention the beginning of a number of new construction projects on campus, the completion of the esplanade to downtown, and the opening of the new Kent State Hotel and Conference Center, and the PARTA regional transportation center. Many returning alumni mention the dramatic improvement in the environment and facilities downtown, which can only assist us in the recruitment and retention of students and the feeling of being in a real University town. It is also noticeable that the developments have made Kent a destination for residents from the region, which is also an important development.

In the next week, you should receive ballots to elect one senator and one non-senator to the Committee on Administrative officers, which interviews all candidates for major academic administrative offices.

The candidates for the senate seat will be Vanessa Earp and Tracy Laux, and for the non-senate seat Sharon Bell and Eric Van Baars.

On a matter of procedure, since this is the first meeting of the Fall semester, I would like to remind Senate that meetings are conducted in accordance with Robert's Rules and that any discussion item can be made an action item by a vote of Senate, and that any action item can be postponed until a definite date, indefinitely, or until it has been considered by a subcommittee of Senate.

One other procedural matter. Although the Deans and Vice Presidents are ex-officio members of Faculty Senate, we have not been calling their names, when we call the role. This has led to some confusion also on the sign-up sheets, since it was not clear whether they were ex-officio or guests. Starting with the October meeting, we plan to correct this omission.

Since we have a full agenda today, I propose to move immediately to the agenda rather than make a longer address.

The agenda today includes:

A report by the Provost on State mandated remediation-free standards

EPC items which include the proposal which was tabled at the July meeting, with the inclusion of the additional information on the policies for the College of Podiatric Medicine

- a. Division of Graduate Studies
Establishment of policy on **academic standing for graduate students** to replace current policies on dismissal and dismissal appeals. Effective Fall 2013. Tabled at July meeting. Modified to include CPM students.

And 5 new proposals from EPC

- b. Office of Enrollment Management and Student Affairs
Revision to administrative policy 3342.3-01.2 regarding **class attendance and class absence** to ensure compliance with state and federal laws (e.g., Americans with Disabilities Act) and to provide greater procedural clarity relative to the various reasons for students' class absences. Effective Fall 2013
- c. EPC Ad Hoc Committee for Academic Policies
Revision to university registration **policy to limit course registrations** adds after the semester has begun—from current end of second week **to** proposed **end of first week** (prorated for summer and part-of-term courses)—as well as to update language reflecting current practices. Effective Fall 2014.
- d. Office of the Provost
Revision to policy on instructional activities and the credit hour **to include** a definition of **emporium courses**. Effective Fall 2013
- e. Office of the Provost
Revision to policy on catalog rights and exclusions to include course specifications, and revision to administrative policy and procedure 3342.3-01.1 regarding academic requirements, course specifications and course offerings. Effective Fall 2014
- f. Office of the Provost
Revision to administrative policy 3342-01.5 on academic forgiveness to replace outdated language regarding how the university calculates credit hours and GPA when academic forgiveness is applied to a student's record. Effective Fall 2014

In addition to Old Business:

The substitute motion to amend the Faculty Senate Bylaws regarding representation of Colleges proposed and seconded at the May meeting and on which the vote was postponed until the September meeting of Faculty Senate.

**Committee on Administrative Officers (CAO)
Election for 2013-2014**

Candidates for **Senate** Membership: **Vanessa Earp** (*vita attached*)
Tracy Laux

Candidates for **Non-Senate** Membership: **Sharon Bell** (*vita attached*)
Eric van Baars (*vita attached*)

Please Note: CAO committee description is also attached (last page of this packet)

Members Continuing in 2013-2014

Name	Dept	College	Status	Campus	Start	End
Farrell, Paul A	Computer Sci	A&S	TT/T	K	2012	2014
Garrison, George R	Pan-Afr Stds	A&S	TT/T	K	2011	2014
Kretovics, Mark A	FLA	EHHS	TT/T	K	2011	2014
White, Donald L	Math Sci	A&S	TT/T	K	2013	2014
Ellen, Glickman L	Health Sci	EHHS	TT/T	K	2012	2015
Janson, Thomas	Music	Arts	TT/T	K	2012	2015

Members with Term Ending in 2013

Name	Dept	College	Status	Campus	Start	End
Laux, Tracy A	Math Sci	A&S	NTT	K	2010	2013

Alternates with Term Ending in 2013

Name	Dept	College	Status	Campus	Start	End
Fuller, Daniel J	English	A&S		Tu	2012	2013
Uber, Terrence L	Arch	Arch		K	2012	2013



Faculty Senate
Vita for Candidate for Election to
Committee on Administrative Officers (CAO)
AY 2013-2014

Name: Vanessa Earp

Rank: Associate Professor - Tenured

Department: University Libraries

Years at KSU: 8

Degrees: BA, MLS, MS

Previous Positions: Assistant Professor, Curriculum Materials Center Librarian,
Texas A&M University-Kingsville Campus

**Years with Faculty
Senate:** 3

Offices Held: Secretary of Faculty Senate (2012-2014), Secretary of
University Libraries CAC, Secretary of the Educational &
Behavioral Sciences Section of ACRL, Vice Chair/Chair Elect
of the Educational & Behavioral Sciences Section of ACRL,
Chair of the Information Literacy SIG of the Society for
Information Technology & Teacher Education

**Major Committee
Service:** Academic Affairs Strategic Planning Committee, Professional
Standards Committee, Provost Search Committee (2012),
Commencement Committee, University Council on Teacher
Education, Student Rights and Standards Committee

University Concerns: Over the past year, communication between faculty and the
administration has improved considerable. I hope to be able to
help foster continued communication for the betterment of the
university community.



Faculty Senate
Vita for Candidate for Election to
Committee on Administrative Officers (CAO)
AY 2013-2014

Name: Sharon M. Bell

Rank: Assistant Professor

Department: MCLS

Years at KSU: 23

Degrees: B.A., M.A., Ph.D. in French

Previous Positions: Instructor in French, Wiley College, Marshall, TX.; Editor/translator, Northwest and Alaska Fisheries Center, Seattle, WA; Chancellor's Minority Postdoctoral Fellow, University of Illinois

Major Committee Service: Council on Administrative Officers; Committee on Committees; Commencement Committee

Honors / Awards: Gregory Rabassa Prize for translation of a work of fiction, 1989

University Concerns: Ensuring that administrative officers truly listen to faculty concerns as articulated by faculty themselves. Faculty seem to be increasingly pushed to the margins in the discussion of matters pertinent to their job effectiveness and satisfaction.



Faculty Senate
Vita for Candidate for Election to
Committee on Administrative Officers (CAO)
AY 2013-2014

Name: Eric van Baars

Rank: Assoc. Prof

Department: Theatre and Dance

Years at KSU: 11

Degrees: BFA, MFA

Previous Positions: Currently serve as Performance Area Coordinator (2009-p) in the School of Theatre and Dance. Assistant Artistic director Porthouse Theatre. (2006-p)

Major Committee Service: College Advisory Committee (2009-11)
Provosts Advisory Committee (2010-11)
College Curriculum Committee, KSU, 2009-10
All University Hearing Board (alt) KSU, 2009-10
Faculty Advisory Committee, School of Theatre & Dance, KSU, 2008-10
Search Committee Chair, School of Theatre & Dance, KSU, 2007
Centennial Celebration – College of the Arts Subcommittee, 2006-present
Acting Area Coordinator, School of Theatre & Dance, KSU, 2005-09
Planning Committee, Symposium on Democracy, 2005
Interim Undergraduate Coord., School of Theatre & Dance, KSU, 2004
College Curriculum Committee Member, College of Fine & Professional Arts. 2004
Please see Faculty Information System for further information

Honors / Awards: Faculty Excellence Award, KSU 2012, 2008; University Teaching Council Development Award 2006; Research Council Award, Division of Research & Graduate Studies, KSU 2005; Outstanding Team Teaching Award, Undergraduate Studies 2003. Please see Faculty Information System.

University Concerns: Tuition and Fee increases. Retention (both student/ faculty staff). Implementation of state assessment mandates. Effect of health care act on classroom-hiring/ adjunct faculty. Increased volume of administrative positions versus ration of faculty hires.

Committee on Administrative Officers (CAO)

CLASSIFICATION: Faculty Senate Committee

REPORTS TO: Chair of the Faculty Senate

CHARGE: This Committee shall represent the Faculty Senate and the faculty in procedures implemented to select or replace the President, the Vice President for Academic and Student Affairs, and other academic administrative officers of the University. The Committee shall also oversee the implementation of the review procedures for academic administrative officers. It shall be available for consultation by the President on other matters involving administrative officers.

COMPOSITION: Membership on the Committee shall include: Chair of the Faculty Senate who shall be the Chair of the Committee, Vice Chair of the Faculty Senate, three (3) members of the Faculty Senate, three (3) faculty who are not members of the Faculty Senate, two (2) deans, and two (2) students, one of whom shall be an undergraduate and the other a graduate student. At least one of the six faculty members shall be a Regional Campus faculty member.

QUALIFICATIONS OF FACULTY MEMBERS: Faculty nominated for election to the Committee should have experience working with various levels of University administration.

TERM: The terms for the Chair and Vice Chair of the Faculty Senate on the Committee are each one (1) year. The undergraduate and graduate student's terms are also each for one (1) year. The terms of the Senators, non-Senators, and deans on the Committee are each for three (3) years and shall be elected on a rotating basis. The terms of the new members shall commence on August 15.

MEANS OF APPOINTMENT: The Chair and Vice Chair of the Faculty Senate are elected at the Senate meeting held during the eleventh week of the Spring Semester each year and are automatically members of the Committee. The three Senate members and the three non-Senate members of the Committee are elected by the Faculty Senate with one Senator and one non-Senator being elected each year. The two deans are elected by the Council of Academic Deans. The undergraduate student is appointed by the Undergraduate Student Senate and the graduate student is appointed by the Graduate Student Senate.

ALTERNATES: At least one Faculty Senate member and one non-Senate faculty member will be alternates for a year as determined by that year's election.

CALL: The Committee shall be convened by the Chair of the Faculty Senate.

CHAIR: The Chair of the Committee is the Chair of the Faculty Senate.

COMMENTS: After election for the new Faculty Senate officers, the outgoing Executive Committee of the Faculty Senate shall make nominations for both a Senate member and a non-Senate member of the Committee. There shall be a minimum of two nominations for each position. The election may either be conducted by mail or in a regularly scheduled Senate meeting. The electorate is the Senate-elect. Normally, the election is conducted before June 1 but must be held no later than August 1.

Effective: April 11, 1984

Approved by Committee on Committees, April 29, 1998



Faculty Senate Executive Committee Minutes of the Meeting

August 28, 2013

Present: Paul Farrell (Chair), Don White (Vice Chair), Vanessa Earp (Secretary), George Garrison (At-Large), David Dees (Appointed), Lee Fox-Cardamone (Appointed)

1. Call to Order

Chair Farrell called the meeting to order at 3:43 p.m. in the Faculty Senate Conference Room.

2. Approval of Minutes

The minutes from the May 22, 2013 Executive Committee Meeting were approved as amended (Fox/White).

The minutes from the June 24, 2013 Executive Committee Meeting were approved as amended (White/Fox).

The minutes from the July 22, 2013 Executive Committee Meeting were approved as amended (Fox/White).

The minutes from the July 15, 2013 Faculty Senate Meeting were approved as amended (Dees/White). The minutes will be presented to the Senate at the September 9, 2013 meeting.

3. EPC Items

- a. Division of Graduate Studies: Establishment of policy on academic standing for graduate students to replace current policies on dismissal and dismissal appeals. Effective Fall 2013.

This item will be placed on the agenda of the September Faculty Senate Meeting.

- b. Office of Enrollment Management and Student Affairs: Revision to administrative policy 3342.3-01.2 regarding class attendance and class absence to ensure compliance with state and federal laws (e.g., Americans with Disabilities Act) and to provide greater procedural clarity relative to the various reasons for students' class absences. Effective Fall 2013.

This item will be placed on the agenda of the September Faculty Senate Meeting.

- c. EPC Ad Hoc Committee for Academic Policies: Revision to university registration policy to limit course registrations adds after the semester has begun – from current end of second week to proposed end of first week (prorated for summer and part-of-term courses) – as well as to update language reflecting current practices. Effective Fall 2014.

This item will be placed on the agenda of the September Faculty Senate Meeting.

- d. Office of Provost: Revision to policy on instructional activities and the credit hour to include a definition of emporium courses. Effective Fall 2013.

This item will be placed on the agenda of the September Faculty Senate Meeting.

- e. Office of Provost: Revision to policy on catalog rights and exclusions to include course specifications, and revision to administrative policy and procedure 3342.3-01.1 regarding academic requirements, course specifications and course offerings. Effective Fall 2014.

This item will be placed on the agenda of the September Faculty Senate Meeting.

Office of Provost: Revision to administrative policy 3342-01.5 on academic forgiveness to replace outdated language regarding how the university calculates credit hours and GPA when academic forgiveness is applied to a student's record. Effective Fall 2014.

This item will be placed on the agenda of the September Faculty Senate Meeting.

- g. College of Communication and Information School of Journalism and Mass Communication: Inactivation of Visual Journalism major within the Bachelor of Science degree. One of the major's two concentrations – Photojournalism – is moving to the Journalism major. The other concentration – Information Design – is inactivated with the major. Effective Fall 2014.

Approved by the Executive Committee of Faculty Senate (Garrison/Earp).

Items a - f will be placed on the agenda of the September Faculty Senate Meeting (Fox/Garrison).

4. Committee on Administrative Officers

A slate of candidates has been created and Faculty Senate will vote.

5. Discussion on Presidential Search

The Chair of the Presidential Search Committee, Richard Marsh and Vice Chair Dennis Eckert requested to address Senate at the September 9th meeting. They would also like to meet separately with the Faculty Senate Executive Committee.

6. Additional Items

- a. Change of Date of Executive Committee meetings with President and Provost

The September 23rd meeting will be moved to September 24th due to a conflict with the meeting of the Graduate EPC.

- b. FPDC Review Committee

David Dees would like Faculty Senate to officially nominate members to be selected for this committee.

7. Approval of the Agenda for the September 9, 2013 meeting

The Executive Committee of Faculty Senate approved the Agenda for the September 9, 2013 meeting (Garrison/Earp).

8. Adjournment

Chair Farrell adjourned the meeting at 5:39 p.m.

Respectfully submitted by Vanessa J. Earp,
Secretary of Faculty Senate



Faculty Senate Executive Committee Minutes of the Meeting

September 18, 2013

Present: Paul Farrell (Chair), Don White (Vice Chair), Vanessa Earp (Secretary), George Garrison (At-Large), David Dees (Appointed), Lee Fox-Cardamone (Appointed)

Guests: Dr. Edward Mahon, Vice President for Information Services & Chief Information Officer; Iris Harvey, Vice President of University Relations

1. Call to Order

Chair Farrell called the meeting to order at 3:37 p.m. in the Faculty Senate Conference Room.

2. Provost's Student Survey of Instruction (SSI) Pilot

Chair Farrell provided an overview of this project. Provost Diacon would like to discontinue the use of paper SSI's. However, the online SSI's have poor response rates. Perhaps if students can complete the SSI's online while in class, using their mobile devices, the response rate would increase. If students do not have a mobile device they will be given the opportunity to complete the SSI outside of class. This idea will be piloted at the end of this semester in the First Year Experience courses and possibly classes in the College of Nursing. A committee is currently looking at commercially available software to do this. At this time the questions will stay the same as the paper based SSI's. Dr. Jarred Tudor, the Provost's Fellow, is in charge of this project. The Provost will discuss this at a future Faculty Senate meeting.

3. Changes in web management software - Vice Presidents Harvey and Mahon

Vice President Mahon reported that the university is moving from the web management software CommonSpot to Drupal. Vice President Harvey reported that this change will be implemented soon. Drupal, the new software, is an open source software that is easier to use. This software will allow KSU to make the university website more mobile responsive. This will be a complete redesign of the university website. This is a three-prong partnership between Information Services, University Relations, and the individual colleges. Each area will need to think about their website, especially content and photographs and how they function in a mobile environment. There will be a structured approach to moving the different areas over to the new system. This will be a redesign and rebranding of the Kent State University website.

The Executive Committee asked if there was any concern about using open source software. Dr. Mahon replied that in this case there were no concerns and that Drupal has many benefits. It will be run and administered from the campus. The Executive Committee asked if the migration would be done automatically or manually. Vice President Harvey responded that it would be done manually; however, after it is implemented the updating of pages will be easier. The target date for implementation is April and the first group will be admissions. The entire process is slated to take approximately 18 months. The Executive Committee asked for some examples of universities who are currently using Drupal. Vice President Harvey said that they would send some examples. All areas should hold off on redesigning or making major changes to their websites.

3. EPC Items

All of the EPC Items were lesser action items and do not need to be placed on the Faculty Senate agenda for the October 7, 2013 meeting.

4. Faculty Senate Fall Retreat

The Executive Committee discussed possible topics for the Fall Retreat. Possible topics were: university presidential search and profile for a 21st century president or the role of Faculty Senate in the university. The retreat will be held sometime in October, possibly the 18th at noon.

5. Agenda for the October 7, 2013 Faculty Senate Meeting

At the moment the only items are the President or Provost remarks and perhaps a report from the University Teaching Council.

6. Adjournment

Chair Farrell adjourned the meeting at 4:57 p.m.

Respectfully submitted by Vanessa J. Earp,
Secretary of Faculty Senate

Faculty Senate 2013-2014 Membership Roster

SENATOR	HOME DEPARTMENT	ELECTORATE	TERM
Abraham, Ann	Chemistry (Ashtabula)	Ashtabula	2012-2015
Baer, Brian	Modern & Classical Languages	Arts & Sciences	2012-2015
Baller, Patti	Nursing	NTT	2010-2016
Bhatta, Madhav	Epidemiology/Biostatistics	Public Health	2012-2015
Dees, David ⑤	Educ Found & Spec Svcs (Salem)	Salem	2008-2016
Earp, Vanessa ③	University Libraries	At-Large	2010-2016
Farrell, Paul ①	Computer Science	At-Large	2007-2015
Feinberg, Rick	Anthropology	At-Large	2008-2014
Ferranto, Mary Lou	Nursing (Salem)	NTT	2012-2015
Fountain, Stephen	Psychology	Arts & Sciences	2008-2014
Fox-Cardamone, Lee ③	Psychology (Stark)	At-Large	2010-2016
Garchar, Kimberly	Philosophy (Stark)	At-Large	2012-2015
Garrison, George ④	Pan-African Studies	At-Large	2005-2014
Harrell, Willie	English	Arts & Sciences	2013-2016
Hassler, Mack	English	At-Large	2007-2015
He, Min	Mathematical Science (Trumbull)	Trumbull	2008-2016
Ingram, Albert *	Lifespan Dev & Educ Sciences	Educ. Health Human Svcs	2013-2013
Jahangiri, Jay	Mathematical Science (Geauga)	Geauga	2013-2014
Janson, Thomas	Music	The Arts	2003-2015
Kairis, Robert	RC Library Director (Stark)	Stark	2012-2016
Kellermann, Mary	Mathematical Science	NTT	2013-2014
Knapp, Deborah	Management & Information Systems	Business Administration	2011-2014
Laux, Tracy	Mathematical Science	NTT	2006-2015
Mangrum, Richard	Aeronautics Technology	NTT	2011-2014
Minnick, Stephen	Physics (Tuscarawas)	Tuscarawas	2012-2015
Mocioalca, Oana	Mathematical Science	Arts & Sciences	2013-2016
Moneysmith, Jayne	English (Stark)	Stark	2013-2016
Riccio, David	Psychology	At-Large	2008-2014
Roland, Daniel	Library & Information Science	Communication & Info	2011-2014
Rollick, Mary Beth	Mathematical Science	NTT	2013-2016
Roxburgh, Susan	Sociology	Arts & Sciences	2001-2016
Scarletto, Edith	University Libraries	University Libraries	2013-2014
Seeberg, Vilma	Foundation, Leadership & Admin	Educ. Health Human Svcs	2009-2015
Smith, Deborah	Philosophy	Arts & Sciences	2009-2015
Smith, Fred	Art Education	The Arts	2012-2015
Turkoski, Beatrice	Nursing	Nursing	2013-2016
Uber, Terrence	Architecture & Env Design	Architecture & Env Design	2011-2014
Uribe-Rendon, Roberto	Applied Engineering	Technology	2011-2014
Vande Zande, Robin	Art Education	At-Large	2012-2014
Ward, William	Computer Technology (Trumbull)	Regional College	2011-2014
Was, Christopher	Lifespan Dev & Educ Sciences	Educ. Health Human Svcs	2012-2015
Weaver, Susan	Library (East Liverpool)	East Liverpool	2012-2015
White, Donald ②	Mathematical Science	Arts & Sciences	2008-2014
Williams, Linda	Philosophy	At-Large	2008-2016
Winebrenner, Kim	English	NTT	2009-2015

MEMBERS OF FACULTY SENATE EXECUTIVE COMMITTEE

① CHAIR

② VICE CHAIR

③ SECRETARY

④ AT-LARGE

⑤ APPOINTED

* Filling in for Susan Iverson for Fall 2013



Faculty Senate Ex-Officio Members 2013-2014

MEMBER	TITLE	CAMPUS ADDRESS
Lester Lefton	President	Library
Todd Diacon	Provost & Senior V.P. for Academic Affairs	Library
Grant McGimpsey	V.P. for Research & Sponsored Programs	Cartwright Hall
Alfreda Brown	V.P. for Diversity, Equity & Inclusion	Library
Gene Finn	V.P. for Institutional Advancement	Library
Gregg Floyd	V.P. for Finance & Administration	Library
Iris Harvey	V.P. for University Relations	Library
Greg Jarvie	V.P. for Enrollment Mgt. & Student Affairs	Kent Student Center
Ed Mahon	V.P. for Information Services	Library
Willis Walker	V.P. for Human Resources & General Council	Library
Deborah Huntsman	Exec. Director, Cont'g & Distance Education	Schwartz Center
Sonia Alemagno	Dean, Public Health	Lowry Hall
James Blank *	Dean, Arts & Sciences	Bowman Hall
James Bracken	Dean, University Libraries	Library
John Crawford	Dean, The Arts	Taylor Hall
Daniel Mahony	Dean, Education, Health & Human Services	White Hall
Donald Palmer *	Dean, Honors College	Stopher Hall
Eboni Pringle *	Dean, Undergraduate Studies	Lake-Olson Hall
Robert Sines	Dean, Applied Eng., Sustainability & Technology	Van Deusen Hall
Deborah Spake	Dean, Business Administration	Business Admin Bldg
Douglas Steidl	Dean, Architecture & Environmental Design	Taylor Hall
Mary Ann Stephens	Dean, Graduates Studies	Cartwright Hall
Susan Stocker *	Dean, Nursing	Henderson Hall
Wanda Thomas	Dean, Regional College	Trumbull Campus
Stanley Wearden	Dean, Communication & Information	Moulton Hall
Robert Walker	Director, School of Digital Sciences	Math & Comp Sci Bldg

*Interim

Faculty Senate Observers 2013-2014

OBSERVERS:		
Michael Allen	Graduate Student Senate	Kent Student Center, GSS
Michelle Crisler	Undergraduate Student Senate	Kent Student Center, USS
Larry Osher	College of Podiatric Medicine	Independence, Ohio
Myra West	Emeritus Professor	Physics, Smith Hall