



Regional Campuses Faculty Advisory Council

Friday, November 3, 2017 Meeting Minutes

10:00 am – 12:00 pm

Provost's Conference Room, 2nd Floor, Library

The meeting was called to order by D. Warren (Stark) at 10:10. In attendance were, M. Harding (Tuscarawas), F. Fouad (East Liverpool), V. Landingham (Geauga), B. Keefer (Ashtabula), S. Wamsley (Salem), P. Tomich (Trumbull), Nate Ritchey (VP System Integration), and Larry Froehlich.

Agenda approved unanimously (Wamsley / Harding).

Minutes from September 8 RCFAC meeting unanimously approved (Keefer/ Wamsley).

VP Ritchey Report

- On Monday 11/6, there will be a RC Enrollment Summit at Kent. EMSS directors will present their practices. An opportunity to learn from each other and to display the RC efforts to Kent admin.
- Nate / Larry Proposes creating a Bb course for RCFAC to post and store RCFAC minutes. This applies to TT and NTT.
- Suggest that we check campuses' webpages and compare/evaluate how we present programs!

Stark campus Report

There is not much to report on my end. We have been approved to search for a replacement Student Accessibilities Services staff member after losing ours to the Kent campus. We also have been approved to search for an additional mental health counselor for the campus. Finally, we have completed an M.O.U. with Walsh University in which their students can take language courses from our faculty.

East Liverpool campus Report

STEM Project Inspire - ~ 100 7th and 8th grade students visited the EL Campus and attended 25 min. sessions with some EL Faculty. Students and visitors were engaged and left with a great impression. It was a good opportunity to bond to these young students, their teachers and potentially their families and get them to know about the great opportunities at our campus.

A discussion between the dean and my self has started on hiring a FT Recruiter, and a FT Mental health counselor. Broader discussion will begin on the coming FC meeting on Monday 11/6. The dean and myself support this proposal as it could have direct impact on recruitment and retention.

Salem Campus Report

General Items:

- Plans are being put together for spring graduation and the spring student award banquet
- Staffing Needs Committee is evaluating the possibility of FT new hires
- Insurance Studies minor and curriculum changes approved
- Programmatic/roadmap changes in Early Childhood Education Technology — AAS, Radiology, and Bachelor of Science in Information Technology were explored
- Successful STEM (Science, Technology, Engineering, Mathematics) events took place with over 200 area school students attending
- The Seasoned Café is now up and running with a grand opening and ribbon cutting ceremony on October 31
- An informational night regarding majors offered at Salem is planned for this month
- Faculty are considering compiling a Salem catalogue to describe and promote lower-level classes so that advisors know how to communicate their content to students
- Salem had 1 FPIL application

Student Retention: A dominate suggestion involved compiling a list of students who had not been accepted into competitive programs such as radiology and nursing, and circulating the list to faculty in an effort to help students explore other majors. Faculty also examined the relationship between TT Faculty and retention. It was concluded that FT faculty, especially TT, were critical in keeping students enrolled, especially for those who were underprepared academically.

Student Recruiting: We have 3-4 people who handle recruiting and visit the local high schools but they also have other job-related responsibilities. There is no one person dedicated exclusively to recruiting.

Program Offerings: Most of this conversation revolved around the way we communicate and highlight our existing programs, in particular on the Salem website. It was suggested that we have a dedicated website section describing every degree offering at Salem, along with faculty contact information. Many also thought that this would help with recruitment. FT hires was also viewed as integral to the development of new and the expansion of existing programs.

Academic and Financial Infrastructure: The Salem Campus provides financial support in an informal and on case-by-case basis. It was suggested that we need a more systematic program and information regarding the program should be communicated to faculty and students.

We have numerous community resources for emergency food, housing, cloths, etc but nothing on campus. It was concluded that we should have on-campus resources.

Best Practices: Faculty were unclear what best practices meant. I said that this was things that we did well and successfully, but there were no ideas put forward.

Provost's Advisory Council Report

10/27/2017

1. Requests for transfer of tenure to a different department was reviewed for several Kent campus faculty. All had received the approvals to transfer from their current departments and colleges.
2. Faculty Senate is looking at the tenure process at the request of the Provost. Deb Smith, chair, has convened a group to look at the possibility of making tenure/promotion one process, providing a new definition of sustainability as applicable to one's research agenda, and determining if early tenure and promotion should be permitted. Other definitions that are being evaluated include "extraordinary" as it applies to early decisions and "impactful."
3. The University is currently pursuing articulation agreements similar to other universities with local community colleges, including Lorain County Community College, Stark State, Lakeland Community College, and Belmont College. Administration is working to develop a new website, FlashTransfer, that will make the process easier for students to transfer to Kent.
4. The University is looking at the state's mandate to develop a textbook policy. The goal is to reduce the costs of textbooks while maintaining academic freedom.

5. The University policy regarding service animals was reviewed. Faculty must allow service animals to attend classes with the student.

Geauga Campus Faculty Council (FC Meeting) – November 1, 2017

- Review and Approval of Minutes: October 2017
- Faculty Affairs Updates • Dr. Emens discussed: Book orders, open enrollment, and other faculty related issues.
- Enrollment Management • LuAnne Caldwell has been appointed as Interim Director II – Enrollment Management. Once the new dean comes, a decision regarding how to permanently staff this position will be made.
- Mel May gave an enrollment management report to faculty. Unfortunately, most communication issues prohibited most from attending. A decision has been made to reschedule this meeting so that others might attend. During that meeting the enrollment report was reviewed and discussed. Suggested next steps include greater clarity around faculty roles as related to an Enrollment Management Plan.
- Faculty Senate Updates (See October Minutes)
- Faculty Socials • TT faculty will begin gathering socially more in hopes of increasing comradery. The campus will also plan larger social functions which include all full-time faculty. It was suggested that the first large social take place before the spring semester and coincide with the arrival of the new dean.
- RCFAC Update (See October Minutes)
- Committee Confirmation & Updates • Committee membership was confirmed and plans made to report out yearly objectives during December's meeting.

Tuscarawas Campus Report, Mariann Harding

1. The Faculty Council met Wednesday, November 1st. The main order of business was to approve several course revisions (MAGC, MERT), program revisions (AAS-ECET, BS-ENGT), and new program offerings (BSIT-HLC). These proposals will all be moving forward in the Regional College. The FC is moving forward with voting to revise the handbook by changing the composition of the FC. TT Faculty will consider adding a promoted NTT member, giving 12 members on the FC. Removing term limits will also be considered.
2. We are still awaiting approval to search for open faculty positions and final word regarding the faculty who decided to accept the retirement offer.
3. Two FPIL applications were submitted for the 18-19 AY.

4. The high school honors symposium will be held on campus November 8th. Approximately 100 students are expected to attend. There are information sessions, tours, and talks by faculty (4) representing different areas of study.

Ashtabula Campus Report, November 3, 2017

KSUA won the “Best in County” Service and Business Innovation Award from the Ashtabula County Growth Partnership

The campus held its annual Scholarship Banquet at the Geneva Lodge where donors and recipients get to meet and share a meal prior to awarding the money. There were over 70 scholarships bestowed on KSUA students from a multitude of different donors.

We hired a mental health counselor who started this month.

The campus is working to adjust to 3 unexpected staff/administrative resignations in one week. Plans for replacing them are still pending.

Welcomed Alexandr Kitsis, a new faculty in Business Management that we are sharing with Geauga. He will be on TT as soon as he completes his PhD.

Trumbull Campus Report for RCFAC, November 3, 2017 (P. Tomich)

The Trumbull Campus Faculty Council (FC) met on October 19, 2017. Key issues discussed were as follows:

- The FC unanimously supported two FPIL applications.
- Recruitment: (a) there will be a search for a full-time recruiter; and (b) an ad-hoc group of faculty and administrators will be formed to thoroughly consider international student recruitment.
- Retention: (a) faculty were asked to reach out to academically struggling students to help with retention; and (b) various members of the FC suggested that a survey might be useful to determine why students leave KSU and that a lack of courses or the unavailability of certain degrees at the Campus were among the causes.
- New programs: (a) the FC unanimously supported a proposal to establish an AAS degree in Public Safety and Homeland Security; (b) other new programs discussed were an Associate degree program in Medical Technology/Medical Lab Technology, programs in Drone Technology and Robotics, and a program focused on the brewing of beer. Faculty are also working to develop an International Education Week that would promote study abroad programs.
- Summer programs: (a) a summer STEM camp for young women in 10th grade will be held; (b) a Theatre Camp and a Writing Camp are other possible summer programs; and (c) an Academic Bootcamp/Remediation Camp to help students become fully prepared for when they start classes in the fall was discussed.

Meeting adjourned at 12:00