Kent Stark Faculty Council Minutes
18 January 2012

Attendance by constituency: I. Kim Garchar, Carey McDougall, Leslie Heaphy; II. Julie Cremeans-Smith, Erin Hollenbaugh, Deidre Warren III. Robert Hamilton, Gro Hovhannisyan, Relja Vulanovic; IV. Jayne Moneysmith, Brenda Smith, Mary Rooks; V. Verena Murphy; VI. Greg Blundell, Beth Campbell, Jarrod Tudor

Absent: Deb Shelestak

Ex-Officio: Dean Walter Wagor, Assoc. Dean Ruth Capasso

Guests: Faith Sheaffer-Polenn, Thomas Norton-Smith, Rob Kairis

I. Call to Order was given by Carey McDougall at 2:01 p.m.

II. Roll call and determination of quorum made by Mary Rooks.

III. Kim Garchar made a motion to approve the agenda. Gro Hovhannisyan seconded. The agenda was unanimously approved.

IV. With minor corrections, the minutes of the 16 November 2012 meeting were approved.

V. Chair’s Report
   a) Chair McDougall invited Faith Sheaffer-Polenn to address Council. Sheaffer-Polenn provided handouts and reported on the services and opportunities available to faculty through the Corporate University. She invited faculty to email her (fsheaffe@kent.edu) with questions/queries. She noted that they can help with internship programs, surveys, professional development opportunities, and community outreach.
   b) It was announced that Theresa Ford, our new campus Grants Administrator, will attend the Feb. 15th Council meeting to talk about her position.
   c) The ad hoc SSI norming group committee met and will share their recommendations at the next Council meeting.
   d) A replacement is needed for Sherri Troyer on the Faculty Technology Committee. Dawn Zwick, who is taking over much of the technology that Troyer oversaw for nursing, has volunteered for the position. Coordinator of Nursing, Deb Shelestak, supports the replacement, as does Cabinet. At the Chair’s request, Erin Hollenbaugh made a motion to appoint Dawn Zwick to the Faculty Technology committee for the rest of the academic year. Gro Hovhannisyan seconded. Discussion ensued. The motion carried unanimously.
   e) Chair McDougall noted that the Seminar on Recruiting and Retaining a Diverse Faculty Body (hosted by The Division of Diversity, Equity and Inclusion) will be held on February 8th from 9am to noon. It is free and faculty members are encouraged to attend.
   f) Chair McDougall provided a handout proposing a plan for the Spring All Faculty Meeting. She noted that last semester we agreed to use this meeting to discuss our review processes. Cabinet created the handout, which outlines an approach that includes pre-discussions in tenured, tenure track, and non-tenure track groups to be facilitated by Council members. Facilitators would then bring ideas to the All Faculty Meeting, tentatively scheduled for March 1st. McDougall emphasized that the goal of the pre-discussion meetings is to bring forth perspectives and ideas, not to come to consensus. She also noted the need to be aware of policy and our handbook, and called attention to the fact that the NTT CBA is still in progress.
The ensuing discussion focused on the number of meetings that should be held, optimal days and times, the goals/purpose of the meetings, and the process of reporting findings. Julie Cremeans-Smith suggested that the facilitators should be faculty members with experience collecting and summarizing data, and that they should meet before and after the meetings to create a plan for processing the information. Dee Warren volunteered to lead these efforts, and suggested that a partner in her efforts would be helpful. Several Council members suggested that Katrina Bloch would be a good choice. Ensuing discussion focused on logistics for the meetings and selection of facilitators. Chair McDougall called for nominations of facilitators and suggested that they be selected from members of Council. Leslie Heaphy and Relja Vulanovic (T), Verena Murphy and Kim Garchar (TT), Jarrod Tudor and Beth Campbell (NTT) were nominated and accepted nomination. After further discussion, Gro Hovhannisyan made a motion to implement the proposed plan to hold discussions in preparation for the Spring All Faculty Meeting. Kim Garchar seconded. The motion passed unanimously.

Continuing discussion of ways faculty and the bookstore can work more productively together, Chair McDougall invited Greg Blundell to provide an update. Blundell reported that little has changed since his last report: we still need to work to get faculty registered, there are issues related to software development affecting progress, and the bookstore still must manually capture information. Dean Wagor noted that we are trying to identify a consultant to look at the best options for the future—we may need to look for a new vendor, but that is a significant change. McDougall noted that last year a committee was charged with creating and implementing a survey about how the bookstore and faculty members can best work together to meet everyone’s needs, but the survey was not completed. Faith Shaeffer-Polen suggested that this might be a service the Corporate University could provide. During the ensuing discussion, it was proposed that Blundell should serve as the point person for said survey. Brenda Smith made a motion that Shaeffer-Pollen and Blundell create and conduct a survey to assess faculty needs in relation to bookstore policies and procedures. Gro Hovhannisyan seconded. The motion passed unanimously.

Responding to faculty enquiries, Chair McDougall reported that the Academic Affairs guidelines for Faculty Excellence Awards state that during the week of Feb. 18th the regional campus Deans will transmit the awards to the provost along with justification based on the criteria as established in our handbook. Applicants will be informed of the award determinations on Friday, March 1. The awards are expected to be included in the March 15th pay and retroactive to Aug. 19, 2012.

VI. Dean’s Report

a) Dean Wagor reported that the state funding initiative (the Gee report) was sent out to all faculty members. The report was delivered to the governor in December, and much (or all) of it must go through the legislature. The Gee report argues for changes in the funding formula, with emphasis placed on completion of a degree rather than attendance. The report is somewhat unclear regarding the specifics of funding allocations, but right now it is just a set of recommendations. Dean Wagor noted that Ohio is part of the “Complete College America” organization, whose goal is to increase graduation rates and the number of people in the state holding college degrees.

b) University “home campuses” may, at some point, “not be able” to teach developmental education courses. These courses may not come to the Stark campus, however, because the “home campus” might change the course descriptions or use regional campus numbers to teach the courses at Kent. At Stark, we might shorten the developmental sequence, particularly in math, so students can get through it faster. The State is discussing changes so that all degrees will have to be at 120 hours. Any exception to this rule would require a special request with justification. Kent has some 5 year programs that will not be affected by this rule. Kent is addressing this through “truth in advertising”—telling students what they can do to get done in four years (take summer classes; come in with credit). The State doesn’t want full time students to be funded after 4 years. This is relevant to the revision of our strategic plan because degree completion becomes a more important goal. We need to keep it in mind as we move forward. Dean Wagor invited questions and discussion ensued.
c) Dean Wagor called attention to the new plagiarism policy, asking that faculty members become familiar with it and noting that reports now generate materials that come to his office. He invited questions and comments. Rob Kairis invited faculty to contact him with questions/concerns about the policy.

d) Dean Wagor noted that we may need to pay more attention to ADA compliance. He suggested that we may need to create some training opportunities for faculty members to assure the materials we put online are ADA compliant, and to make sure that students who need this kind of support are getting it.

e) Brent Wood will now be handling office allocation instead of Sharon.

VII. Associate Dean’s Report—no report

VIII. Committee Reports

a) PAAC—Kim Garchar reported that the committee continues to work on travel requests.

b) Committee II—Mary Rooks reported that Committee II met to review merit application and review protocols. The committee’s recommendations will be presented to Council at the February meeting.

c) Colloquium Committee—On behalf of Daniel Castaneda, Chair McDougall reported that Matthew and Margie Lehnert have filled the 3rd floor MH display case with their insect collection. The display case on the 2nd floor will be revamped in the coming weeks.

d) Treasurer/Social Committee—On behalf of Deb Shelestak, Carey McDougall reported the coffee supplies have been ordered for the spring and there is money leftover so there is no need to ask for more. The social committee is currently working on the spring party, at which we will be honoring retirees and recently tenured and promoted TT and NTT faculty.

e) Handbook Committee—no report

f) Faculty Technology Committee—Erin Hollenbaugh reported that the committee reviewed three technology requests from faculty in December. All three were approved. One formal request was made for SPSS on a faculty member’s computer. Dean Wagor has asked that, while we are researching options for SPSS campus-wide, we put all requests for this software on hold. Greg Blundell thanked the administration for moving forward so quickly with Panopto and Chair McDougall noted that Katie Baer is ready to help train faculty on the same.

g) Faculty Senate—Kim Garchar noted that Rob Kairis sent out the most recent report and she invited discussion. Jarrod Tudor noted that Senate discussed the recent funding initiatives and was united in the opinion that they are “unbelievably incestuous,” in that they favor universities that had people on the committee who would benefit from the changes. He argued that this will have an impact on the Stark campus after this year.

h) Speaker Series Committee—Chair McDougall reported that last year’s speaker series committee is working on bringing a speaker from Syracuse who will be presenting “From Gotland to Youngstown: On the Indissoluble Link Between Landscape and Social Justice” on April 17. Mitch McKenney, the chair of next year’s series, would like faculty to know that they will be sending out a call for proposals for next year within a few days.

i) Academic Planning Committee—Dee Warren reported that the committee received good responses to the survey and the results have been forwarded to Dean Capasso toward further informal conversations.

j) URCC—see below

IX. Old Business—none

X. New Business—none

XI. Announcements—Leslie Heaphy reminded Council that March 25th is the deadline for students to submit to the Student Conference. The conference is open to all Kent students—spread the word to your students, constituency members, and departments!

XII. Adjournment—the meeting was adjourned at 3:41 pm.
From our Regional Campus University Requirements Curriculum Committee representative, Deirdre Warren:

URCC met four times this semester and engaged in the following:
1. Kent Core assessment plans were reviewed and approved
2. Seven requests for course ELR status were reviewed and approved
3. Nine course revisions were reviewed and approved
4. Five courses were inactivated for various status: 3 for WIC designation, 1 for Kent Core designation; and 1 for ELR designation

The assessment plans were for courses already having Kent Core status – this assessment plan thing is new – an attempt to standardize the delivery and assessment of these courses. The other items will filter down through the various departments.

The following courses were approved for ELR status: POL 20001; 30991; 40991; EXSC 45096; BSCI 40196; PH 49000; DAN 47175.
The following courses were approved for WIC status: SOC 32210; THEA 41026.
The following courses were inactivated for WIC status: PORT 37330; 37331; JUS 36703; SOC 42126.