Kent Stark Faculty Council Minutes  
11 November 2012

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

Absent: Leslie Heaphy, Deidre Warren, Relja Vulanovic

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

Guests: Rob Kairis, Faith Sheaffer-Polen

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. Jayne Moneysmith made a motion to approve the agenda. Kim Garchar seconded. The agenda was unanimously approved.

IV. With minor corrections, the minutes of the 19 October 2012 meeting were approved.

V. Chair’s Report
   a) Chair McDougall reported that the ad hoc TT merit review committee met last Friday and reviewed 47 applications for teaching/citizenship and 37 applications for research/creative activity. 67 faculty members were eligible to apply in both categories. The average scores of each application were computed and ranked by McDougall and Mary Rooks and sent to Dean Wagor on Wednesday. Dean Wagor is planning to send out preliminary determinations to applicants next week along with further information about requests for reconsideration. McDougall thanked the merit review committee for reviewing all the applications and Julie Spotts and Marshall Hill for setting up an excellent electronic score submission process.

   b) Per the motion at the October FC meeting, McDougall reported that she asked for volunteers for the ad hoc SSI norming group committee and Cabinet composed the committee from the pool of volunteers. Lori Wilfong will be chairing the committee and Brandon Vacarro, James Seelye, Ran Li, Jayne Moneysmith, Oliver Ruff, and Kathleen Stirbens will be serving on the committee. Cabinet tried to make sure that a wide variety of constituencies were represented. Their charge is to look at the SSI norming groups that are used at Stark to see if there are more effective groups that could be used, and then if there are, to make a recommendation to Council. They will be looking at research and similar campuses of other universities to find best practices, keeping in mind the diversity of courses we offer, that the sorting is done by hand, and that the manual workload must be taken into consideration.

   c) After the discussion in October on reconfiguring how many full professors serve on the NTT review committee, Cabinet decided that it would be useful to have an all faculty meeting in the spring with the main purpose to discuss the composition of the RTP and NTT review committees in terms of their makeup and workload. The conversations would start with the CBAs and university policy as a foundation, looking to the handbook for where we might be able to make changes if needed. Over the next couple of months Cabinet will be working on
clarifying the goals of that conversation, gathering thoughts from faculty, and determining out how best to have conversations with all faculty members.

VI.  Dean’s Report
Dean Wagor provided background information regarding the memo on civility, invited questions, and noted that several people will be coming to campus to continue conversations regarding campus culture. He invited suggestions for days/times for these conversations. During the ensuing discussion, several Council members thanked the Dean for his work on this matter.

VII.  Associate Dean’s Report
Dean Capasso reported on a change in processes for adjunct faculty course assignments. Adjunct faculty members will now receive a paper copy of a letter explaining the general terms of their employment, which they will sign and return. Assignment details (load, pay, classes, and times) will be sent out by e-mail. A letter has been sent to coordinators and to adjunct faculty explaining the changes.

VIII. Committee Reports
a)  PAAC—Kim Garchar reported that PAAC continues to review travel requests, and that they received 6 FPIL applications, 5 of which were complete. All 5 complete applications were unanimously recommended. Those recommendations were sent to Dean Wagor.

b) Committee II—Mary Rooks reported that the committee met to review the makeup and titles of constituencies as well as the informational documents for committee chairs. Handouts detailing the recommendations were distributed. Rooks made a motion that Council support the use of the informational documents, at the Chair’s discretion, for the purpose of providing useful information to committee chairs. Jayne Moneysmith seconded. Discussion ensued. The motion was unanimously approved. Deb Shelestak made a motion to accept the new makeup and titles of constituencies. Moneysmith seconded. During the ensuing discussion, several members expressed concern regarding the number of representatives for Constituency VI. It was decided that this is an important matter for future discussions. Julie Cremeans-Smith requested that the title of Constituency III be “Science and Math.” Moneysmith made a motion that the list be accepted with the change suggested by Cremeans-Smith. Shelestak seconded. The motion was unanimously approved. (The revised list of constituencies is attached below.)

c) Colloquium Committee—On behalf of Daniel Castaneda, Gro Hovhannisyan reported that the committee had planned three talks, with the next to be held on March 15th. The committee continues to work on the glass displays—a new display will be completed in three weeks.

d) Treasurer/Social Committee—Deb Shelestak provided a copy of the treasurer’s report (attached below). She encouraged faculty to attend the Fall Fling, the design of which was based on survey results. Chair McDougall thanked the committee for its hard work. Shelestak also asked Council whether or not it might be time to review the policy determining how the faculty fund is spent. Discussion ensued. McDougall suggested that Council members speak with their constituencies members and bring suggestions to the next meeting.

e) Handbook Committee—no report
f) Faculty Technology Committee—Erin Hollenbaugh reported that faculty technology request protocols and link to the electronic request form were announced by Dean Wagor. Katie Baer has linked the form to the faculty webpage, as well as the Faculty Technology Committee website. All requests can be made through the general form, or, if you know it has to go to the committee, you can choose the direct Faculty Technology Committee Request Form specifically. Kristin Mayo is still researching pricing for SPSS licenses on desktops, which would likely be placed in a research space in the library. Our hope is that the licenses would allow faculty and students to log into the desktops and use SPSS from anywhere on campus, or from the computers themselves.

g) Faculty Senate—Chair McDougall noted that Rob Kairis sent out a report; she invited questions.

h) Speaker Series Committee—no report.
i) Academic Planning Committee—The committee distributed a survey inviting faculty members to submit ideas for program development. Dean Capasso encouraged faculty to submit their ideas.

IX. Old Business—none

X. New Business—none

XI. Announcements—Dean Wagor noted that the fall commencement ceremony will be held December 14th, and faculty are expected to attend.

XII. Adjournment—the meeting was adjourned at 4:14 pm.
Treasurer’s Report November 7, 2012

Faculty Expense Fund
Current amount = $1335. 38 faculty have contributed.

Expenses to date:
6/6  Jack McWhorter – death of brother; $25 donation to Hospice of Stark Co plus card for Jack
6/4  Deb Edminson – $25 donation to Massillon Boys/Girls Club
7/9  Jean Zaluski – death of sister; $25 donation to charity
7/10 Urmila Pal Chaudhuri – wedding; $25 gift card
7/16 Deb Speck – death of father in law; sympathy card
7/16 Penny Bernstein – we will give $25 check to scholarship fund
8/12 Maureen Kilcullen – surgery; $30.24 for flowers
9/21 Eric Taylor – baby: $25 gift card
9/28 Barb Elsass (faculty secretary) – death of father; $25 donation to Grand Community Baptist Church

Currently how money is used:
Gifts for secretaries
• $100 for Christmas
• $50 for Secretary’s Day
• Cost of holiday party, spring dinner and other campus functions
Expenses r/t potluck in main hall during finals week Fall semester (not sure about Fine Arts)
Donation to scholarship fund for retired faculty, both TT and NTT - $200

Donations for events
• Births in immediate family - $25 gift card
• Flowers/balloons for surgeries of faculty/secretaries/deans ($25 - $35)
• Deaths of immediate family - $25 to charity of choice
• Cards for family deaths beyond immediate family

Coffee Fund
Current amount = $471; should have enough supplies for this semester. May have enough money to carry us through Spring semester.

Social Committee
Results of the survey, n = 91.
• As to the cost people are willing to pay, there were 2 main groups, 38% indicated $10 to $15 and 40% indicated $20 to $25.
• Most felt Friday was the best day of the week with the time from of 5:00 to 6:00 and 6:00 to 7:00 being the best time.
• Although the majority chose a dinner buffet, several wrote in the option of appetizers/desserts in a cocktail hour format.
• They preferred to keep it on campus with many suggesting the Student Center.
• As to entertainment, most preferred a DJ or Live Music.

Given the results, the Social Committee recommends holding an end of semester celebration at the student center on Friday, December 7th from 5 to 7PM. Food (appetizers and desserts) and drink (coffee, tea and punch) will be provided by the Emporium and the cost will be around $15 per person. We are currently exploring options that will allow us to offer beer and wine also.
### Constituency I: Arts and Humanities

| ART - Molly Lindner          | ART - Carey McDougall          | HIST - Leslie Heaphy             |
| MUS - Sebastian Birch       | HIST - James Seelye            | HIST - Lindsay Starkey           |
| MUS - Ken Kramer             | HIST - Ralph Menning           | HIST - Jack McWhorter            |
| MUS - Jeffrey Tackett       | HIST - Mary Rooks              | HIST - Carey McDougall           |
| PHIL - Kimberly Garchar      | HIST - Jay Sloan               | PHIL - Molly Lindner             |
| PHIL - Thomas Norton-Smith  | PHIL - Jack McWhorter          | PHIL - Carey McDougall           |

### Constituency II: Social Sciences

| COMM - Bei Cai              | GEOG - Chris Post              | JMC - Mitch McKenzie             |
| COMM - Erin Hollenbaugh    | POL - Joel Carbonell           | PSYC - Brian Betz                |
| COMM - Carolina Webber      | PSYC - Julie Cremeans-Smith    | PSYC - Lee Fox                   |
| GEOG - Chris Post           | PSYC - Brad Shepherd           | PSYC - Daniel Castaneda          |
| JMC - Mitch McKenzie        | SOC - Brian Chopko             | MCLS - Paula Sato                |
| POL - Joel Carbonell        | SOC - Katrina Bloch            | MCLS - Paul Sato                 |
| PSYC - Brian Betz           | SOC - Mary Gallagher           | MCLS - Robert Dubsky             |
| PSYC - Lee Fox              | SOC - Deirdre Warren           | MCLS - Paul Weiss                |
| PSYC - Julie Cremeans-Smith | SOC - Zach Schiller            | MCLS - Paul Weiss                |

### Constituency III: Science and Math

| BSCI - P. Bagavandoss       | CHEM - Andy Burns              | CHEM - Clarke Earley             |
| BSCI - Kim Finer            | CHEM - Angela Guercio          | GEOL - Carrie Schweitzer          |
| BSCI - Robert Hamilton      | ECON - Lucas Engelhardt        | MATH - John Alexopoulos          |
| BSCI - Matthew Lehner       | ECON - Deepraj Mukherjee       | MATH - Paul Andaloro             |
| BSCI - John Lovell          | ECON - Stephen Neaderhiser    | MATH - Cynthia Barb              |
| CHEM - John Heum Cho        | ENG - Betsy Williamsen         | MATH - Gro Hovhannisyan          |
| LIB - Maureen Kilcullen     | ENG - Brenda Smith             | MATH - Bathi Kasturiarachi       |
| LIB - Roger Davis           | ENG - Rob Sturr                | MATH - Jan Kover                 |
| MIS - Victor Berardi        | ENG - Jay Sloan                | MATH - Parthasarthy Rajagopal    |
| MIS - Verena Murphy         | ENG - Mary Rooks               | MATH - Oliver Ruff               |
| MATH - Paul Andaloro        | ENG - Stephen Neaderhiser     | MATH - Relja Vulanovic           |
| PHYS - Ran Li               | ENG - Jay Sloan                | MATH - Shelly Heron              |

### Constituency IV: Language Arts

| ENG - Brooke Horvath        | ENG - Keith Lloyd              | ENG - Robert Milner              |
| ENG - Jayne Moneysmith      | ENG - Stephen Neaderhiser     | ENG - Betsy Williamsen           |
| ENG - Mary Rooks            | ENG - Jay Sloan                | ENG - Mary Rooks                 |
| ENG - Brenda Smith          | ENG - Jay Sloan                | ENG - Mary Rooks                 |
| ENG - Betsy Williamsen      | ENG - Rob Sturr                | ENG - Robert Milner              |
| MCLS - Daniel Castaneda     | MCLS - Paula Sato              | MCLS - Mary Rooks                |

### Constituency V: Professional Programs

| ACCT - Peter Dorff          | CS - Angela Guercio            | ECON - Lucas Engelhardt          |
| ECON - Deepraj Mukherjee    | ECON - Stephen Neaderhiser    | ECON - Deepraj Mukherjee         |
| HDFS - Alicia Pieper       | HDFS - Scott Tobias           | HDFS - Bekki Hughes              |
| LIB - Roger Davis           | LIB - Maureen Kilcullen       | LIB - Maureen Kilcullen          |
| MIS - Victor Berardi        | MIS - Verena Murphy           | MIS - Victor Berardi             |
| MIS - Verena Murphy         | NURS - Deb Shelestak           | MIS - Verena Murphy              |
| NURS - Deb Shelestak        | EDU -Moon-Heum Cho            | NURS - Deb Shelestak             |
| EDU -Christina Convertino   | EDU -Claudia Khourey-Bowers   | EDU -Christina Convertino        |
| EDU -Lori Wilfong           | EDU -Claudia Khourey-Bowers   | EDU -Lori Wilfong                |
| EDU -Shelly Heron           | EDU -Claudia Khourey-Bowers   | EDU -Shelly Heron                |

### Constituency VI: NTT

- Lynn Adams
- Loretta Aller
- Chuck Baker
- Adeel Bhutta
- Greg Blundell
- Laura Brison
- Beth Butler
- Beth Campbell
- Jeff Carroll
- Laurie Delaney
- Jack DiAlesandro
- Anne Haas
- Lisa Hallaman
- Jennifer Hostutler
- Deb Jones
- Chrissy Kauth
- Bob King
- Eldy Lazaroff
- Lori McGee
- Tim Montgomery
- Brian Newberg
- Urmi Pal Chaudhuri
- Laurel Seeds
- Latonya Shouder
- Mason Shuman
- Kathy Stirbens
- Eric Taylor
- Don Thacker
- Cyndi Trocchio
- Sherri Troyer
- Jarrod Tudor
- Lisa Waite
- Jean Zaluski
- Dawn Zwick