



## **TUSCARAWAS**

### **Tuscarawas Campus Faculty Council Meeting Minutes**

December 4, 2020 at 12.00 pm.

Microsoft Teams meeting

**Voting Members Present:** Lisa Brindley, Don Gerbig (FC Chair), David Graff, Amanda Hayes, Todd Hartline, Wensheng Kang, Scott Keiller, Hongshan Li, Beth Osikiewicz, Jeff Osikiewicz, Sankalp Sharma and Nicole Willey.

**Administrator Present:** Dean Brad Bielski.

- I. Call to order:** Don Gerbig (FC Chair) called the meeting to order at 12.01 pm and initiated a roll call of FC members.
- II. Secretary/Treasurer Report:** The November Flower fund balance was \$1,183.71. Since the last meeting there has been a deposit of \$20, leaving the current balance at \$1,203.71\*. Sankalp Sharma is accepting donations of \$20 or more for the academic year 2020-21 and can presently be paid in cash/check. If using a check please make your donation to: "Tuscarawas County University Foundation". The electronic donation system is currently being developed and the Secretary will inform the FC when it is ready to be used.

*\*The fund balance was not mentioned during the meeting because the treasurer did not know the balance on the day of the meeting. The amount written above was obtained after the meeting.*

### **III. Standing Committee and Faculty Reports:**

#### **a. Academic Affairs –**

- Kingsly Berlin (chair) reported that there had been no activity since the last meeting.

#### **b. Academic Learning Commons:** Amanda Hayes reported that the committee continues to work on a diversity film series and is looking to launch it in spring 2021.

#### **c. Community Engagement –** See report attached.

- d. **Electronic Communications** – No new activity since the last meeting in September.
- e. **Faculty Affairs** –
  - Beth Osikiewicz (chair) reported that the committee continues to work on electronic voting. Qualtrics is being considered and if that does not work, then other options may be considered.
- f. **Student Affairs** – See attached report.
  - Wilson Kang mentioned that three projects were approved.
- g. **Faculty Senate** – See attached report.

**IV. RCFAC report** – See attached report.

- a. Nicole Willey asked whether the regional campus student surveys had been released. Dean Bielski mentioned that the survey results had not been released and he is awaiting administrative approval to release them.
- b. Don Gerbig mentioned RFAC discussions involving the role of NTT faculty in university committees. There was some question of whether the RCFAC represents all faculty or just the TT faculty. In general, there is a consensus that FC chairs represent all faculty members.

**V. Dean Bielski's Administrative Report**

- a. Second round of voluntary separation package was approved by Kent. Timing and release package will be similar to AY 19-20. There will also be a post-separation teaching option. All faculty members who have served for more than three years will be eligible.
- b. Spring 2021 teaching update: The first two weeks of the Spring 2021 will be remote, unless it is a Tier I course (must be taught face-to-face).
  - Steve Minnick (assistant dean) mentioned that only Biology (certain courses) and Physics laboratories will be face-to-face.
  - The other courses in CATS (notably Nursing) were awaiting determination.
- c. Campus update: Faculty can continue to record their lectures on campus. Staffing will be reduced, and buildings will be open until 8 pm. After the exams they will remain open until 5 pm.
- d. Upgrades to wireless hotspots: Work continues. S&T has been completed and Founders Hall is about to finish, and PAC will follow after. The funding for the project comes from the CARES Act.
- e. Mandatory COVID-19 testing: No specific guideline has been offered yet by the university. Discussions continue with the Provost, since implementation on the regional campuses might be problematic. More information soon.
- f. Trail: Phase 2 on the trail has been completed. Approximate length: 2.5 miles.

- g. Presidential service awards: Heather Aubihl received the award. It is one of the higher awards a staff member can receive.

*\*Question from Jeff Osikiewicz about plans for Spring commencement.*

Dean replied that plans are ongoing with no certainty yet. Steve Minnick mentioned that Kent campus is doing a virtual commencement and has invited regional campus students to that meeting.

**VI. Unfinished Business**

None

**VII. New Business -** See attached report.

John Baker mentioned a change to the pre-requisites for one of his IT courses.

**VIII. Announcements:**

- a. Nicole Willey's announcement – December 16<sup>th</sup> is the informal deadline for substantive help on NTT reappointment files. If that date does not work, then the faculty member can work out a date with Nicole.
- b. Beth Osikiewicz's announcement – Mentioned that she will be taking over as the faculty chair in the Spring and will try to find a meeting schedule that works for everyone.

**IX. Adjournment:** 12.28 pm

Respectfully submitted,

Sankalp Sharma

Tuscarawas Campus FC Secretary/Treasurer

Student Affairs Report  
Submitted by Wensheng Kang

We recently approved three (3) groups of student research colloquium project in AY2020-2021.  
Here is the note from Student Affairs Committee:

1. 'Mini Printer for Nail Arts'

Student: Annie Quan; Mentor: Prof. Dhruba Panthi  
Funding: \$252.84

2. 'Deviations of Power: How Authority Turns Predilections into Predation'

Student: Brett Dean Swigert; Mentor: Prof. Adrian Jones

3. 'Producing an Animated Short: Study of Non-Verbal Communication for Supporting Characters'

Students: Joseph A Gage, Heather Wagner, Johnny Lam, Michael Drago, Marissa and Megan Gyorki; Mentors: Prof. Tim Fritz and Prof. Turan Koptur  
Funding: \$500

Kent State University  
Associate Degree in Nursing Program

**Community Engagement Meeting Minutes**

December 3, 2020

Teams Meeting

Committee Members Present: Denise McEnroe-Petitte (Co-Chair), Jean Engohang-Ndong (Co-Chair), Maria Burkholder

Committee Members Absent: Ikpe (Justice) Akpan, Shelly Stefka, Samantha Bonaduce, Lisa Brindley, Todd Hartline, Student Government Representative

**2020 – 2021 Charges:**

1. Coordinate a service-project at the campus level.
2. Recommend specific ways to increase participation in volunteer activities.
3. Continue to provide oversight, in coordination with the Community Engagement Coordinator, of service-learning activities.
4. Encourage faculty to contact community groups to offer their services or join these groups.
5. Prioritize antiracist community service projects and community partnerships.
6. Generate a list of local anti-racist groups in Tuscarawas County identifying the group's goals/projects, contact information, meeting times/locations, and potential areas for partnership.
  - I. Review of charges and how to accomplish each one-  
Denise contacted the following individuals: Laurie Donley, Michael Lewton, Dean Bielski, Don Gerbig, Beth Osikiewicz, Dave Graff, Deb Ellwood, and GPat (not on committee anymore) for further information to assist the CE committee. Nothing is really going on at the campus due to COVID-19. Some difficulty with understanding of charges 5 and 6 related to anti-racism and anti-racist groups.
  - II. Current List of those involved in CE Fall semester-
    - Mariann Harding and ARC
    - Maria Burkholder and Kingsley Berlin and Vet Tech
    - Nicole Willey and Homeless Shelter
    - Don Gerbig and New Philadelphia Bike and Pedestrian Plan

Who will be doing CE in the Spring semester 2021? Denise has put out a call to faculty for this information and will do again at the beginning of the Spring semester. Here are the following who are planning Spring 2021 activities so far:

- Nicole L. Willey, PhD

College writing II class working with West Elementary in New Philadelphia City Schools, all remotely. All spring semester. They will do some tutoring of students through zoom and will be creating video presentations about healthy habits.

- Kingsly Berlin BS RVT LAT

Vet Tech Nursing II class will be working with the Humane Society.

- III. Continued Fall Projects-The Salvation Army Bucket will be carried out on December 4, 2020. Thank you to all the volunteers: Denise and Kevin Petite, Chad Conrad, Shelly Stefka, Jean and Louise Engohang, Kim Sweitzer, Todd Hartline, Marsha Judy, Emily and Joseph Murray.
- IV. Community Engagement Newsletter-Denise is working on the Fall issue. Not much to place in it as we are limited due to COVID-19 but will be informative.
- V. CE website updates-

Deb Ellwood-is willing to place information on the site. Denise talked with Deb about the possibility of doing a talk on the radio. This is really being used to advertise what the campus has to offer in classes, events at the campus/PAC, and enrollment activities.

Jean discussed the possibility of doing an article for the newspaper or Bargain Hunter and/or do a Town Hall to talk about the upcoming COVID vaccine and continued need to follow protocols. Denise will share this information with Deb Ellwood to discuss and assist with this. Could have a community panel to present. The committee felt that this would be a great event, could be recorded for others to listen to later.

Justice had asked previously if Teams could be used to invite certain community members for short, informative sessions that could be helpful during this pandemic, such as with small businesses and how to guide them? Denise has asked Deb Ellwood and she thought that this would be good. We would need to have access to email addresses to invite individuals. Denise will let Justice know as he was not at the meeting.

- VI. Spring activities-Rainbow Connection Telethon? Annual day of giving for KSUT? These activities have been done in the past. What can we do this Spring? Committee members discussed/suggested that Spring 2021 will most likely be like this Fall, so not sure what we can do as major events.

VII. Spring Awards

Will Spring awards be an event this year? Need to wait and see. Denise will check with Laurie Donley. Last year, we chose the community, faculty and student groups and awarded them from the committee despite not having a specific awards session.

VIII. Summary comments-

Overall, Community Engagement this academic year just cannot be as active due to the limiting COVID-19 guidelines. We need to follow the Safe 7, limit numbers of individuals in groups and continue with any further changes being made.

## Faculty Senate Report for the 09/14/20 Senate meeting

As part of her remarks, the Senate Chair, Pamela Grimm read the Resolution on Institutional racism. That resolution was proposed by the Senate in reaction to recent events targeting the black community at Kent State University.

Followed by the Senate Chair's remark, President Diacon thanked the Faculty for their continuous and tremendous efforts in creating an environment suitable for learning in spite of the constraints posed by the COVID-19 pandemic. He also thanked the Professional Consultants from the College of Public Health for being a vital intramural resource and for bringing on the table their expertise and providing the necessary assistance so the University can take informed decisions in relation to COVID-19.

Interim Provost's Melody Tankersly thanked the Re-Opening committee for putting together a plan that allowed Colleges and Department to re-open safely. She disclosed that the plan included a significant reduction of campus capacity. She also said that while the trend was to reduce the capacity in classrooms in order to maintain reasonable physical distance between students, but that there was no magic number. This would leave enough room for flexibility based on the course. Number of students per classroom would vary on a case by case basis. Courses were divided by tiers. Courses that do not require hands-on activities would be completely remote while courses that required hands-on activities were to be scheduled either hybrid or face-to-face with some adaptation.

Melody emphasized on the fact that each campus will develop a response depending on what is happening at the county level.

For residential life – the university reduced the density in residential halls to allow enough physical distancing between residents.

On the matter of student life activity, any activity involving more than 10 people will be systematically scheduled to take place remotely. The recreation center redesigned their protocols according to recommendations from health and public health authorities.

Interim Provost said that the University has developed a protocol to get students to comply with the Flash seven rules and particularly, the wearing of mask in classrooms, hallways, and throughout any of the Kent State campuses.

Finally, she expressed her interest in making sure that student basic needs are met, especially students' mental health. In that perspective, she said that general fees will be partially invested in tele-health, that there will be a centralized center for a wide variety of services including homelessness. Also, an Emergency fund has been created to provide students with assistance in response to COVID-19. Through that fund, students in need will receive assistance with technology which will include hotspots and/or laptops.

This were the most important highlights of the Senate meeting. If anyone has any question, please direct them to [jengohan@kent.edu](mailto:jengohan@kent.edu)

Thanks,

Dr. Jean Engohang-Ndong, Senator  
KSU Tusc Rep.



## OTEC Informational Change

The following item does not need AA or FC approval, but John Baker is providing the following for everyone's information:

The course description language needs modified for OTEC 16640 Advanced Database Applications.

Under prerequisites, "and special approval" should be removed. It is not necessary for students to have OTEC 16639 Database Applications prerequisite and special approval. Also, an override may be possible for some students that have not completed OTEC 16639, based on their background, credentials, knowledge. Since all prerequisites are subject to "or approval, an override would be needed for students that have not successfully completed OTEC 16639. The override can be done on a "student by student" basis.

### **OTEC 16640 - ADVANCED DATABASE APPLICATIONS**

Provides the student with the skills and knowledge on creating advanced queries, forms and reports. Students learn how to customize, automate and secure the database structure. Prerequisite: OTEC 16639; and special approval.

3.000 Credit hours

3.000 Lecture hours

RCFAC Meeting Notes  
12.18.2020

Agenda approved

Approved November minutes

VP for System Integration Report

- Spring Schedule going forward. Allied health students will stay on track. Working out details with health facilities amid Covid concerns.
- Testing and vaccinations for Spring 2021 at Kent being planned. DeWeese Health Center is where students can be tested for Covid. Theoretically, RC students could drive to Kent for testing (and possible vaccinations in the future).
- What about Regionals?- NO testing planned. No infrastructure for testing/vaccinations at the regional campus level. CVS (where available) for Covid testing for faculty. Students can theoretically drive to DeWeese, but Stark and Tusc students could potentially be tested at Stark Campus.
- Trumbull is a testing site for Allied Health students in the eastern part of the state for Regional Campuses (Ashtabula to E. Liverpool)
- RC Campus vaccination sites? Up to the local health departments- they most likely will have control over the vaccines.
- Dr. Peggy Shadduck will be working with Dr. Dees for an April 1 start date.
- Common "Bell" schedule will be shared by the assistant deans soon. This schedule will allow for more class opportunities for students and faculty.

RCFAC Chair report

- Fall mini-conference recordings now available on the RC webpage. Chairs asked to share the info with the faculty.  
<https://www.kent.edu/regional-campuses/rc-mini-conference>
- Mini-conference for Fall 2021 was discussed.
- Voted for RC Procedural Handbook.
- RC representatives for the Dean of Nursing and Dean of the Arts selected.
- Set meetings for Spring Semester.