

## FACULTY SENATE MEETING

February 29, 2016

**Members present:** Tracey Adams, Shannon Alexander, Michael Baranowski, Diana Belland, Janel Bloch, Richard Boyce, Perry Bratcher, Carol Bredemeyer, Brooke Buckley, Teuta Cata, Kim Clayton-Code, Steve Crites, Jacqueline Emerine, Irene Encarnacion, Sean Foley, Richard Fox, Morteza Sadat-Hossieny, Doug Hume, Stephen Johnson, JC Kim, Ken Katkin, Tonya Krouse, Kajsa Larson, Marc Leone, Lili Ma, Yaw Frimpong-Mansoh, Cecile Marczinski, Joe Mester, Phil McCartney, Melissa Moon, Tamara O'Callaghan, Jeanne Pettit, Gabe Sanders, Tracey Sigler, Laura Sullivan, Sharon Vance, Mark Wasicsko, Matthew Zacate

**Members absent:** Ronnie Chamberlain, Mary Kirk, Jennifer Kinsley, Trina Koscielicki, Catherine Neal, Louise Niemer, David Raska, Ron Shaw

**Guests:** Geoffrey Mearns, Sue Ott Rowlands, Ken Rhee, Will Weber, Jason Faulkner, Carole Ziegler, Steven Weiss, Phil Moberg, Diane Williams, Alar Lipping, Idna Corbett, Grace Hiles

The meeting was called to order by Senate President Michael Baranowski at 3:00 pm with a quorum present. The minutes of the January 25, 2016 meeting were approved.

### Presentations:

- **2016-17 Budget Process** (President Mearns, Sue Hodges Moore – Senior VP Admin./Finance, Provost Sue Ott Rowlands, Mike Hales, Chief Financial Officer)
  - A PowerPoint presentation was distributed to the Senate prior to the meeting. This budget process presentation is being made several times across campus to various constituencies (Chairs, Deans, Staff Congress, Faculty Senate, 2 open forums)
  - Several factors will influence the final budget – most importantly decisions made at the state government levels. At this point, the following are *assumptions*:
    - Enrollment will drop 2%
    - 4% tuition increase
    - Salary increase of 2%
    - State approval of funding disparity (increase of \$5.3M each of the next 2 fiscal years)
    - 9% cut across the two fiscal years (\$4.5M each FY)
  - Units across campus are performing two budget reduction exercises (one assuming a 4% reduction, another a 6% reduction).
- **Emergency Preparedness Update** (Sue Hodges Moore, John Gaffin – NKU Police Dept. Leut., Syed Zaidi – Assoc. VP Facilities Mgt., Kelly Martin – Assoc. VP Marketing/Communication)
  - The Emergency Preparedness Committee first convened in September 2015 to examine the University's communications protocols in emergency situations. This committee consisted of members from Academic Affairs, Administration and Finance, Student Affairs, University Advancement, General Counsel, faculty, the student body and local first responders. The report given to Faculty Senate is an effort to provide transparency for the actions of this group. Two documents were previously distributed to the Senate: Emergency Notification Protocol, and an Emergency Preparedness Update. Highlights of these documents included:
    - **Emergency Preparedness Update:**

- Description of Committee
- Emergency notification protocol
- Emergency Communications Plan
- Norse Alert Opt-out
- RedMan/Alice training
- Building emergency action plan
- Response drill
- **Emergency Notification Protocol:**
  - Purpose
  - Communications channels
  - Intended use
  - Confirmation of dangerous situations
  - Authorization of emergency notifications
  - Status updates and all-clear messages

#### **Guest Reports:**

- **Provost** (Sue Ott Rowlands):
  - New budget model presentation for the College of Arts and Sciences will take place soon – anyone may attend
  - The Office of Research Grants and Contracts area will undergo review by an outside consultant on 3/30-31 in order to discover means of improving service.
  - The Center for Teaching and Learning will work on initiatives beginning this fall after a clearer budget picture for this area is finalized
- **Faculty Regent** (Rick Boyce):
  - The next Board of Regents meeting is at 9 am March 16.
  - Regents will be working with the Education Advisory Board to review cost vs. quality of academic programs
- **General Education Committee** (Steven Weiss):
  - The Committee recently sponsored a town hall meeting primarily addressing assessment of the D1 student learning outcome. Discussion included the process, description of the pilot project, assessment and the development of a template for moving forward.

#### **Committee Reports:**

- **University Curriculum Committee** (Richard Fox):
  - The deadline for submitting curriculum changes to the fall catalog is the end of March.
  - Due to several concerns, the Academic and Admissions Policy Committee has withdrawn its Out of Sequence Transfer Credit Policy from consideration.
  - A dual degree program will be brought forward for consideration to the next Senate meeting.
- **Benefits** (Matthew Zacate):

- A subcommittee of the Benefits Committee has been formed to review faculty and staff use of the tuition waiver benefit.
- A health care survey will be distributed to faculty mid-week. This survey will give the committee information for reviewing RFPs of health care providers later this semester.
- **Budget (Janel Bloch):**
  - The narrative report for the Fall 2015 Faculty Senate Budget Survey is now available on the Budget Committee's website:  
<http://facultysenate.nku.edu/content/dam/facultysenate/docs/facultysenatecommittee/s/Budget/2015%20budget%20priorities%20survey%20narrative%20final.pdf>
  - As a response to the results of the survey, a focus on the analysis of faculty salary issues including inversion, compression and equity will take place.
  - Also as a response to the survey, an analysis will be made regarding technical resources available for faculty.
- **Teaching Effectiveness and Enhancement Committee (Ken Rhee):**
  - Upcoming Brown Bag sessions:
    - Mindfulness and Renewal (3/16 UC 414 noon-1:30)
  - Upcoming Faculty Workshops:
    - Broadening Students' Horizons: Cultivating Multiple Perspectives, Social Objectivity, and Global Thinking (4/6 2-4pm AC 722, 2/7 2-4pm, AC 722)
  - Reviewing the course evaluation process and how it is used.
  - TEEC Newsletter soon to be released.
  - Working on gathering tools to provide more effective student feedback.

#### **Old Business:**

- **NKU Values and Ethical Responsibilities document** (Ken Katkin – Chair, Professional Concerns Committee). The draft document approved by the PCC was brought forward for consideration. Phil McCartney brought forward seven suggested amendments to the document – these were previously discussed and approved by the PCC. One of these amendments was changed at today's meeting. Final wording for the amendments were:
  - Amendment 1 (paragraph #1 on p.2):
    - The values, principles and standards of conduct in this policy are supported through university policies, procedures and guidelines that provide guidance for making decisions consistent with NKU's commitment to responsible and ethical behavior.
  - Amendment 2 (bullet point #2 on p.3):
    - Participate in mandatory education opportunities required of faculty, staff, administrators and student-workers.
  - Amendment 3 (bullet point #2 on p.3 under the "Preserve Academic Freedom and Meet Academic Responsibilities" heading):
    - Demonstrate respect for the student as an individual, make every effort to foster honest academic conduct, and assure that the evaluation of student work reflects that work's true merit.
    - (Add as another bullet point): Accurately evaluate the professionalism of other members of the university community when writing letters of recommendation or otherwise providing input regarding the manner in which individuals carry out responsibilities expected of or entrusted to them.

- Amendment 4 (sentence #1 in the last paragraph on p. 3 under the heading “Preserve Academic Freedom and Meet Academic Responsibilities”):
  - The freedom of speech of community members includes the freedom to express their views on matters having to do with their institution and its policies. NOTE: The original wording of the suggested change was “The academic freedom of community members....”. The Senate approved the change in wording at the meeting.
- Amendment 5 (sentence #1 on p. 3 under the heading “Teach and Conduct Research Ethically”):
  - University community members have an obligation to the university, and the larger global community as they seek knowledge and understanding. University community members are expected to:
- Amendment 6 (last sentence on p. 4 under the heading “Teach and Conduct Research Ethically”):
  - Teachers are entitled to freedom in the classroom in discussing their subject.
- Amendment 7 (second bullet point under the heading “Avoid Conflict of Commitment and Interest”):
  - Refrain from using their official position to inappropriately further professional or private interests or the interests of any members of their family;
- All amendments above were approved. The Senate also approved the entire document with the amendment changes.

**New Business:**

- **Discussion items** (Ken Katkin, Professional Concerns Committee) – the following four items were brought forward for discussion. The PCC will take discussion items into consideration. Voting on these items will take place at the next Faculty Senate meeting:
  - Clinical Faculty
  - Professors of Practice (includes Artist-, Poet-, Scholar-, Writer-in-Residence)
  - Modified Duties
  - Part-time Faculty Appointments

The meeting was adjourned at 4:50 pm.

Respectfully Submitted,

Perry Bratcher  
Secretary