

**BYLAWS  
GENERAL EDUCATION COMMITTEE  
NORTHERN KENTUCKY UNIVERSITY**

**ARTICLE I: NAME AND AUTHORITY**

The General Education Committee (GEC) is a standing committee of the Faculty Senate at Northern Kentucky University.

**ARTICLE II: PURPOSES**

The committee makes recommendations to the Faculty Senate and Provost concerning the goals, structure, content, and assessment of General Education Program at NKU. The committee oversees the General Education Program.

**ARTICLE III. MEMBERSHIP**

Section 1. The regular membership of the GEC shall include full-time faculty as follows:

- One member from the College of Business
- One member from the College of Education
- One member from the College of Health and Human Services
- One member from the College of Informatics
- One member from the Honors College
- One member from the Steely Library
- Four members from the College of Arts and Sciences
- Two at-large members

Section 2. The Vice Provost for Undergraduate Academic Affairs (and/or designee) and the Dean of Arts and Sciences (and/or designee) shall serve as ex officio non-voting members of the GEC.

Section 3. Members serve one-year, renewable terms. The Chairperson of the GEC will work with committee members and liaise with deans from the colleges and library to fill any vacancies. The Chairperson will report committee composition to the Faculty Senate Executive Committee for approval.

**ARTICLE IV: OFFICERS and DUTIES**

Section 1. The Chairperson is the presiding officer of the GEC. The Chairperson serves on the Executive Committee of the Faculty Senate, and is ex-officio non-voting if a non-senator. Provisions for release time are afforded to the Chairperson. The Chairperson must attend all Executive Committee and regular meetings of the Faculty Senate.

Section 2. The Chairperson should have served at least one year on the GEC and is elected by the Faculty Senate at its special January meeting (immediately prior to its regular meeting). The GEC may nominate someone to be chair prior to the December meeting of the Faculty Senate. Nominations from the faculty at large or the Faculty Senate are also accepted, so long as the nominee is eligible.

Section 3. The Chairperson will set each GEC meeting's agenda and act as liaison to university committees, bodies, and administrators in matters relating to General Education.

#### ARTICLE V: MEETINGS, QUORUM, AND VOTING

Section 1. The Chairperson will select a meeting time convenient to as many members as possible, and the first date on which the committee will meet each semester. The committee will meet twice a month during the academic year.

Section 2. The Chairperson will post an agenda approximately two days in advance of each meeting.

Section 3. The Chairperson may call special meetings as needed and will notify members as far in advance as possible.

Section 4. A quorum is a simple majority of the voting committee members.

#### ARTICLE VI: SUBCOMMITTEES

The Chairperson, by way of a majority vote of the GEC, has the authority to create subcommittees (which might include non-committee members) to achieve specific goals. Examples could include: assessment, compliance, and structure.

#### ARTICLE VII: AMENDMENTS

These bylaws may be amended at any regular GEC meeting by a 2/3 vote of members in attendance, provided the amendments were submitted in writing at the previous regular meeting. The Faculty Senate must approve bylaws changes.

Approved by GEC on: October 22, 2019

Approved by Faculty Senate on:

Approved by the Provost on:

Recommended resolution for the Faculty Senate from the PCC – approved by  
the PCC at its meeting on 12/5/2019

RESOLUTION

The Northern Kentucky University Faculty Senate believes that recruiting, supporting, and retaining an excellent staff is critical to the operation of the University. Those staff employees with the longest tenure at NKU possess an irreplaceable institutional knowledge. As NKU begins the implementation of the new strategic framework, *Success By Design*, which focuses on student success, staff support for faculty and students will become even more important. Therefore, the Faculty Senate at NKU urges university leadership to prioritize investing in staff by allocating the funds needed to minimize the negative effects on every staff member of changes to NKU's retirement system.

Background

On July 24, 2019, Governor Bevin signed House Bill 1 (HBI) which allows Kentucky Employees Retirement System (KERS) employers the opportunity to elect to cease participation in KERS on June 30, 2020. NKU is a KERS employer, and consequently, must decide by May 1, 2020 whether to elect to voluntarily cease participating in KERS. There are currently 737 NKU employees in KERS, with 252 in Tier 1 (longest service to NKU, employed prior to 9/1/2008) and 174 in Tier 2 (entered KERS between 9/1/2008 and 12/31/2013).

HBI mandates that the exiting employers make a number of decisions regarding the details of the exit. These include whether to pay the costs of exiting as a lump sum or installment payments, whether employees hired prior to January 1, 2014 will continue in KERS, and what alternate retirement plan will be available for exiting employees. NKU is expected to choose to exit KERS.

Staff Congress leadership has indicated that some NKU employees have been calculated to lose hundreds of dollars per month and hundreds of thousands of dollars over the course of their retirement, assuming that NKU chooses for employees to exit KERS.

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# MEMO

TO: Faculty Senate

FROM: Laura A. Sullivan, Secretary

DATE: December 9, 2019

RE: Minutes of the November 25, 2019 Special Election Meeting

**Members present:** Kalyani Ankem, Thomas Baxter, Janel Bloch, Richard Boyce, Robert Brice, Susannah Coaston, Christine Curran, Charlisa Daniels, Jacqueline Emerine, John Farrar, Richard Fox, Yaw Frimpong-Mansoh, Amy Gillingham, Dorea Glance, Steven Gores, Tracy Hart, Lisa Holden, Stephen Johnson, Ken Katkin (for Ljubomir Nacev), Alain Krapl, Kajsa Larson, Christopher Lawrence, Caroline Macke, Phil McCartney, Shawn Nordheim, Cathy Pence, Chari Ramkumar, David Raska, Denice Robertson, Toru Sakaguchi, Robert Salyer, Corey Scheadler, Laura Sullivan, Lynn Warner, Kimberly Weir, Darrin Wilson, Justin Yates, Matthew Zacate

**Members absent:** Ryan Alverson, Ronnie Chamberlain, Irene Encarnacion, Doug Feldmann, Rich Gilson, Brian Hackett, Jennifer Kinsley, Isabelle Lagadic, Marc Leone, Ban Mittal, Marcos Misis

**Guests:** Ashish Vaidya (President), Bonita Brown ( ) Michael Baranowski (Faculty Regent), Grace Hiles (Faculty Senate Office), Sue Murphy-Angel (Staff Congress Representative)

The meeting was called to order by Senate President Matthew Zacate at 3:02 pm with a quorum present.

Kimberly Weir, chair of the Faculty Senate General Education Committee, will be on sabbatical leave in the spring and a substitute to serve as chair during the spring semester is needed. Andrea Brooks, a long-serving member of the General Education Committee is a nominee for the chair position. There are no other nominees for the position, and no other nominees were announced at this meeting.

A motion was made and seconded that the Secretary cast a ballot on behalf of the Assembly for the nomination of Andrea Brooks to serve as substitute chair of the General Education Committee during spring semester 2020. **MOTION PASSED.**

The meeting adjourned at 3:04 pm.

### 1.7.1 EMERITUS FACULTY

The "emeritus" designation is a way of honoring retired tenured faculty or retired administrators who held faculty rank. Such persons hold the title and rank held immediately prior to their retirement, followed by the title "emeritus." Emeritus status may be granted upon retirement and is conferred by the Board of Regents, following the process set forth in section 2.II.

### 1.7.2 HONORED RETIRED FACULTY

The "Honored Retired" designation is a way of honoring retired non-tenure track faculty who held the rank of lecturer (all ranks), professor of practice (all ranks), or clinical faculty (all ranks). Such persons hold the title and rank held immediately prior to their retirement, preceded by the title "Honored Retired." Honored Retired status may be granted upon retirement and is conferred by the Board of Regents, following the process set forth in section 2.II.

Renumber:

### 1.7.3 VISITING FACULTY

### 1.7.4 ADJUNCT FACULTY

### 1.7.5 ENDOWED CHAIRS AND NAMED PROFESSORSHIPS

### 1.7.6 PROFESSORS OF PRACTICE

#### 1.7.6.1 ASSISTANT PROFESSOR OF PRACTICE

#### 1.7.6.2 ASSOCIATE PROFESSOR OF PRACTICE

#### 1.7.6.3 PROFESSOR OF PRACTICE

### 1.7.7 CLINICAL FACULTY

#### 1.7.7.1 CLINICAL INSTRUCTOR

#### 1.7.7.2 CLINICAL ASSISTANT PROFESSOR

#### 1.7.7.3 CLINICAL ASSOCIATE PROFESSOR

#### 1.7.7.4 CLINICAL PROFESSOR

## 2.II EMERITUS FACULTY AND HONORED RETIRED FACULTY APPOINTMENTS

A department, school, or program faculty may nominate a retiring faculty member for appointment to emeritus (for tenured faculty) or honored retired (for non-tenure track faculty) status. In order to be nominated, the retiring person must hold academic rank. Normally, a person will have served the University for a long period in order to be appointed. Such a nomination will be given to the dean by the chair or director, forwarded to the provost, and then to the president. The chair or director, dean and the provost may make their own recommendations about the appointment of the faculty member when forwarding the nomination. Emeritus and honored retired status may be conferred only by the Board of Regents, and then only upon recommendation by the president (see Section 7.1, Emeritus Faculty and section 7.2 Honored Retired Faculty).

## MEMORANDUM

TO: Matthew Zacate, Faculty Senate President and Faculty Senate Executive Committee

FROM: John Farrar, PCC Chair

RE: Changes to Faculty Handbook creating an “Honored Retired” status for non-tenure track faculty.

DATE: December 4, 2019

The Faculty Senate Executive Committee tasked the PCC with considering emeritus status for lecturers. Emeritus status is currently reserved in the Handbook for tenured faculty or administrators who hold faculty rank. However, several non-tenure track faculty have served NKU faithfully and honorably for many years. In recognition of their service as a member of the faculty to NKU, PCC is recommending amendments to the Faculty Handbook creating a new “Honored Retired” status for these faculty. As with emeritus faculty, faculty members appointed into “Honored Retired” status will retain the title and rank held immediately prior to their retirement.

The proposal introduces a new section 1.7.2 to follow the current 1.7.1, which deals with Emeritus faculty. This requires a renumbering of the remaining sections in 1.7. In addition, some language in section 1.7.1 was considered redundant; PCC proposes for the redundancy to be removed. The redundancy discussed the process for the appointment to emeritus status, which is covered in section 2.11. The process for appointment as emeritus or honored retired is proposed to be the same; nomination by the department, school, or program faculty with recommendations by the chair/director, dean, provost, and president.

The proposal was approved by PCC at its November 21, 2019 meeting and is attached.