

**FACULTY SENATE MEETING**  
**November 24, 2025**

**Members and Officers present:** Janel Bloch (Budget), William Boyce, Andrea Brooks\* (Gen Ed), Kinsey Bryant-Lees (Faculty Advocate), Carole Cangioni, Ronnie Chamberlain, Kimberly Clayton-Code, Josh Cooper, Joe Cress, Christine Curran (Senate Vice President), Jackie Davis, Megan Downing, Rebecca Elkins (Benefits), Jacqueline Emerine (Senate President), John Farrar, Richard Fox (UCC), Kathleen Fuegen\* (Parliamentarian), Dorea Glance\* (Grad Programs), Allyson Graf, Michael Guy, Jackie Herman, Stephen Johnson, Boshra Karimi, Ken Katkin, Suk-hee Kim, Edward Kwon, Chris Lawrence\* (TEEC), Mark Leeman, Peiwei Li, Laryn O'Donnell Knudson, Sharmanthie Fernando (for Zeel Maheshwari), Michael Providenti (Secretary), Holly Riffe (PCC), Nazmus Sadat, Robert Salyer, Gary Sczerbaniewicz, Kathleen Spada, Sandra Spataro\* (Faculty Regent), Mehmet Sulu, Andrea Sutherland, Jessica Taylor, Monica Wakefield, Eileen Weisenbach-Keller, Dolores White, Kim Yates, Junxiu Zhou, Marcia Ziegler (an asterisk \* indicates ex officio members)

**Members and Officers absent:** Jitana Benton-Lee, William Herzog, Jennifer McLeod, Kelly Ritter

**Guests:** Cady Short-Thompson (President), Danielle McDonald (for Provost Diana McGill), Grace Hiles (Faculty Senate Office), Kyah Smith (SGA), Steve Slone (Staff Congress), Amanda Andrews, Bethany Bowling, Charlisa Daniels, Kyle Dorriere, Elizabeth Futscher, Madeline Gervaise, Doug Hume, Collin Jarrell, Kevin Kirby, Alar Lipping, Peter Rinto, Karen Vietz, Terkerah Washington

**Call to Order, Adoption of Agenda**

The meeting was called to order by Senate President Jacqueline Emerine at 1:03 pm with a quorum present. The agenda was adopted as distributed.

**Approval of Minutes**

The minutes from the October 27, 2025 meeting were approved as distributed.

**Guests**

President (Cady Short-Thompson)

- The identity fraud financial aid problem is not new. This used to happen with paper and P.O. boxes. Technology has made this easier and more widespread. Please report anything that appears odd. Please get financial aid involved.
- Spring registration numbers are getting closer to where they should be. Graduate registration for spring was lagging – this was due to Risepoint providing the wrong registration date. This has been corrected.
  - Today, year over year, down 531 headcount.
  - As an example, in one week, 201 students registered.
  - Year over year FTE is down 241 but it is up 105 from last week.
  - At the end of summer, 870 students registered in one week.
  - The expectation is to see about 500 registration this upcoming week.
  - Currently down 211 undergraduates and down 355 graduate students, up 35 in law for spring.
  - The number of admits who are new first time full-time students as well as transfers are up for fall.
  - Slate is being updated to make it easier to keep in touch with students. Advising and little touches still matter.

- Optimistic about the Kentucky Board of Revenue's collection will return. The leadership in the Kentucky Senate supports this.
- There was an advocacy effort in 2016 around increasing NKU's base funding alignment. There will be an advocacy effort for Kentucky residents through a non-NKU website. This should start in about two weeks.
- There were concerns about the Viewpoint Neutrality Survey that was sent out. NKU people did not write the survey and no one knows how the results will be interpreted.
- House Bill 424 focuses on "transfer pathways." There are concerns shared by provosts across the state. It looks like the supporters of the bill want all universities across the state to offer the exact same courses. However, different universities offer different expertise. If this moves forward, it appears the CPE would be the arbiter.
- Questions:
  - Is there a specific strategy to follow up with and provide touch points to high school students who come to events on campus? A: Yes. Admissions is involved and Slate can track contacts. It will help determine if summer camps and outreach activities heighten likelihood of them coming to campus.
  - There was an op ed about the base funding issue (<https://linknky.com/opinion/2023/10/26/opinion-why-are-nku-and-wku-students-worth-less-to-kentucky-than-their-peers/>) and CPE President Aaron Thompson did not respond positively. Is CPE now supporting the base funding alignment for NKU? A: CPE President Aaron Thompson is in favor of the base funding alignment. President Short-Thompson has written to the leaders in the House and Senate with CPE President Dr. Thompson cosigning.
  - There is confusion about where we are on budget. There is reporting in the press (<https://linknky.com/news/2025/11/21/nkus-audit-shows-3-3-million-surplus/>) that seems different than what we hear on campus with the RIF and voluntary separation program. More information would be appreciated. A: Information is shared in the Townhall Meetings, specific questions can be answered there. The audit is from last year and being down 200 students in the fall led to the cuts. The voluntary separation proposal was driven by conversations with faculty.
  - The faculty have requested a comparison between administrative and faculty salaries but the CFO has said the data doesn't exist.
  - Is there a 2-year, 3-year, 5-year plan to replace faculty who might take a buyout? A: The Provost has done this sort of thing. It depends on who applies and enrollment.
  - Thanks was given to Darrin Wilson who spoke to PCC about budgeting and translating the message from the CFO into a message faculty understand.

Vice Provost Danielle McDonald (for Provost Diana McGill)

- NKU is dealing with identity fraud around applications especially in online programs. They steal an identity, enroll in a program, collect the money, and exit. This is a nation-wide problem. This is being addressed. Legal, Admissions, Financial Aid, Student Health Services, and IT have been cooperating on a solution. Applications are being screened for suspicious behavior. They are using an identity verification process via Slate to address it followed up by an in-depth investigation of academic history and documentation. NKU is responsible for the money that is taken out.
- Questions:
  - Is NKU developing policies around the misuse of AI in all areas? A: Yes. There is work on an AI University Plan which includes issues around security. This will include AI literacy ensuring that AI is used ethically and responsibly by students, faculty, and staff.

- Anyone who is working in the AI space on campus can contact VP McDonald to participate in this policy work.
- NKU is responsible for any false financial aid accepted.
- Is there anything an instructor needs to do to prevent financial aid fraud? A: Watch for abnormal behavior. Report abnormal behavior to VP Danielle McDonald. However, instructors should not be seeing this as much now as the university is in a position to prevent much of this.

#### Faculty Regent (Sandra Spataro)

- The Board met and approved the contingent portion of the President's compensation packet. This was part of the contract and is neither a bonus nor extra compensation.
- There were bylaw changes that give the President and cabinet more authority on personnel issues by this does not change RPT or tenure.
- The Board approved the voluntary separation program if the President and cabinet choose to implement it.

#### Staff Congress (Steve Slone)

- Thanks to everyone who attended the holiday party. 204 people attended.
- The Parents Attending College Office is offering a holiday help program for students who can't afford Christmas gifts. Reach out to Steve Slone if you can help.

#### SGA (Kyah Smith)

- There are 6 resolutions that will have their first reading today:
  - The addition of an ice machine in the Campus Rec Center.
  - Having supplemental instruction in certain math classes.
  - Inclusive access to textbooks.
  - Parking garage signage (the full and open signage is not always accurate).
  - Making sure construction detours have clear signage with accessibility routes.
  - Making sure the NKU shuttle bus times are consistent and accurate.
- The food drive had 800 donations. Anything not taken by students will go to the Brighton Center.
- NKU FUEL will have a pilot program in the spring to extend hours for students who work in the day or have night classes.
- SGA president and VP visited ECU and working with CPE to advocate for performance funding adjustments.
- SGA gave out 20 book awards for \$250 in the bookstore for spring.
- SGA also listened to the concerns of 20-30 student organizations.

#### Discussion item: Posthumous Emeritus Status.

- The current policy is for those who retire. There has never been a posthumous emeritus status for those who pass away before they retire.
- Question: Emeritus is an appointment. How can a deceased person hold an appointment? A: PCC can suggest changing the Handbook language concerning emeritus from "appointment" to "designation" or "status." PCC can also explore other, alternate terms.
- In the spring PCC will also look at adding "emerita" to the emeritus section.
- The proposal for Posthumous Emeritus Status will go back to PCC and then return to Senate for a vote.

#### New Business

#### Voting Item: UCC Bylaw Revisions.

- Two of the curriculum committees under UCC had their own bylaws and another college's curriculum committee membership was in violation of the UCC bylaws. This led to the creation of college curriculum committee bylaws for all colleges (including Honors but not Chase which is not part of the UCC) and a revision of the UCC bylaws. All were approved by UCC last week. The college bylaws do not need Senate approval. The revised UCC bylaws need to be voted on.
- The bylaws were revised to reflect that librarians will be ex officio members on the college committees but the library representative on the UCC will be a voting member. Also, the term "library liaison" has been changed to "library representative."
- There were two peculiarities with college bylaws that will go back to their college committees and then back to the UCC.
- QUESTIONS:
  - UCC bylaws Section 4 refers to the secretary as he/she. Could the reference be simplified to just "the secretary" and delete "he/she"?
  - In Section 5, is there an example of a situation where one member would vote for something, but nobody would vote against it, and all others would abstain? A: The language probably goes back to 1984. It can be removed. Suggestion to remove what comes after "e.g.," in Article 8 Section 5. This is also in Article 5 Section 6. Follow up: What is the point of this language? A: it is the definition of a one-person majority. This language can be removed.
  - MOTION update Section 4 and strike the language regarding a one-person majority from Article 5 and Article 8 of the UCC bylaws.
    - VOTE: Motion is adopted.
  - MOTION to vote on the UCC bylaws as amended.
    - VOTE: The bylaws are approved as amended.

#### Officer Reports

##### President (Jacqueline Emerine)

- The President's Board of Regents email on 11/20 mentioned that University leadership in partnership with marketing and communication have identified four key messages that are going to guide how NKU is going to communicate regarding impact. The top four messages were not very Innovative, creative, or speak to who we are as a community engaged University. You can pick one but there is a place to provide feedback. Please provide feedback by 12/11.
- The 10 policies have been revised and are available on the policy website. Highlights:
  - The housing requirement is now only one year.
  - The inclement weather policy for classes is now up to the professor.
  - Thanks to those who provided feedback.
- There is a Free Expression Work Group. Grant Garber is leading the group. There are representatives from the student body, staff, and faculty. The goal is to have the work on the Board meeting in March 2026. This will likely be a policy draft for discussion in Senate in January.
- There are 20 tickets available for the men's basketball game on December 3. Email Senate President Emerine for details.
- The Faculty Workload Group has requested additional information from Research and Grants. There will be a report but not before the 12/1 deadline.

##### Vice President (Christine Curran)

- Thanks to Kinsey Bryant-Lees for taking a place on Strategic Planning.

Secretary (Michael Providenti)

- No report.

Parliamentarian (Kathleen Fuegen)

- No report.

Graduate Council Chair (Dorea Glance)

- There are no graduate application fees through January. Let people know.
- Forming a search committee for the new Director of the Office of Graduate Education.

## **Committee Reports**

University Curriculum Committee (Richard Fox)

- The deadline for the fall 2026 catalog is the 2/19/2026 UCC meeting.

Budget Committee (Janel Bloch)

- Four committees have been established.
  - Summer compensation.
  - Reporting and trying to get consistent information from the CFO.
  - Working on the faculty budget survey in the coming semester.
  - Salaries.

Benefits Committee (Becky Elkins)

- Benefits enrollment ended in November.
- Will be speaking to Amy and Patty about what is happening with UMR and Trihealth.
- Formed a subcommittee for FDAs. Modifying postponement/deferment area and final reporting.
- Will be looking at phased retirement for CTP faculty.
- Questions:
  - Should there be a Senate resolution asking for an increase in the project grant and fellowship budgets? A: The Benefits committee is already recommending more than what is allotted.
  - Faculty are having trouble transferring money in TIAA CREF. A: There will be a talk with Amy and Patty in December.

Professional Concerns Committee (Holly Riffe)

- PCC has a new subcommittee looking at the accessibility of classrooms.
- The Free Expression draft policy will be on the agenda in January.

TEEC (Christopher Lawrence)

- The survey of programs likely to be uniquely impacted by a potential shift to a 15-week semester continues.

General Education Committee (Andrea Brooks)

- Two courses are under consideration for the Gen Ed program. There will be reviewed and voted on in January.
  - INF 125 is an AI literacy course.
  - The other is a philosophy course called Philosophy and AI.

- The Gen Ed checklist is being revised. The current checklist is a black and white PDF full of acronyms. The new version should be more student friendly and will be ready for the next academic year.

**Old Business**

- None at this time.

**Announcements**

- None at this time.

**Adjournment**

- The meeting was adjourned at 2:33 pm.

Respectfully submitted,

Michael Providenti  
Faculty Senate Secretary

### 1.7.1. Emeritus Faculty

Revised: Fac. Sen., 1.16.2020/BoR, 3.18.2020: Clarified the process and removed requirement of tenure.

~~The~~ An “emeritus” designation is a way of honoring retired or deceased faculty or administrators who held faculty rank.

~~1.7.1.1 Such persons hold the faculty title and rank held immediately prior to their retirement, followed by the title “emeritus.”~~ “Emeritus” status may be granted upon or after retirement and is conferred by the Board of Regents, following the process set forth in Section 2.11 “Emeritus Appointments.” Those granted emeritus status shall hold the faculty title and rank held immediately prior to their retirement, followed by the title “emeritus.”

1.7.1.2 “Posthumous Emeritus” status may be granted upon or after death and is conferred by the Board of Regents, following the process set forth in Section 2.11 “Emeritus Appointments.”

### 2.11. EMERITUS FACULTY APPOINTMENTS

Revised: Fac. Sen., 1.16.2020/BoR, 3.18.2020: Clarified the process and removed requirement of tenure.

A department, school, or program faculty may nominate a retiring ~~or retired~~ or deceased faculty member for appointment to an emeritus status. In order to be nominated, the ~~retiring or retired~~ person must hold (or have held) 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 status may be conferred only by the Board of Regents, and then only upon recommendation by the president (see Section 1.7.1 “Emeritus Faculty”).

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Below are some references used in creating the proposal.

<https://my.ahu.edu/policies/acd-101017>

<https://www.iup.edu/senate/committees/academic/faculty-emeritus-nominations/procedure-and-criteria-for-awarding-faculty-emeritus-status.html>

<https://www.odu.edu/sites/default/files/2025/documents/AY25-21-EC.pdf>

*Voted & approved by PCC - Nov. 20, 2025*

# **NORTHERN KENTUCKY UNIVERSITY**

## **University Curriculum Committee Bylaws**

### **ARTICLE I: NAME**

The Name of this standing committee of the Faculty Senate is the University Curriculum Committee (UCC).

### **ARTICLE II: PURPOSE**

Section 1: The purpose of the UCC is to process and to recommend approval or disapproval of all policies and procedures related to the curriculum of Northern Kentucky University, with the exception of those policies and procedures that are under the purview of the Chase College of Law.

Section 2. The UCC will process and recommend approval or disapproval of the following: new courses, course changes, course deletions, new programs (majors, minors and certificates), changes in programs (majors, minors and certificates), changes to the General Education program and changes to the curriculum process.

Section 3. The UCC will forward its recommendation for approval to the appropriate office, i.e., the President of the Faculty Senate and/or the Provost.

Section 4 The UCC may initiate action on behalf of the faculty regarding curricula, curricular policies and related matters.

### **ARTICLE III: MEMBERSHIP**

Section 1. Regular: The regular membership of the UCC is that specified in the Constitution of the Faculty Senate: one faculty member per academic department/school plus one member from each program in the School of the Arts, one member from Interdisciplinary Studies, one member from each of the School of Computing and Analytics and the School of Media and Communication, one member from the Honors College, one member from University Programs, one member from the library; members may be added upon request when approved by the UCC when one member per academic unit is deemed insufficient.

Section 2. Ex-officio: The ex-officio membership of the UCC are the NKU Registrar and a representative from the Office of the Vice Provost for Undergraduate Affairs.

### **ARTICLE IV: OFFICERS and DUTIES**

Section 1. The officers of the UCC are the Chairperson and the Secretary.

Section 2. Following the election procedure set forth in the Faculty Senate's Constitution



Faculty Senate elects the Chairperson of the UCC.

Section 3. The Chairperson of the UCC will (a) set each meeting's agenda, (b) serve as an ex-officio member of the Graduate Council and General Education Committee, (c) act as liaison to university committees, bodies, and administrators in matters relating to curricula, and (d) engage in the other duties specified in the Faculty Senate's Constitution.

Section 4. The members of the UCC shall elect the Secretary. He/she will keep minutes of the meetings.

Section 5. In the absence of nominations for the Secretary, the Chairperson of the UCC will appoint a member(s) from the UCC to fill the vacant position(s).

## **ARTICLE V: MEETINGS**

Section 1. Regular: The chairperson of UCC will select (a) the meeting time convenient to as many members of the UCC as possible, and (b) the first date on which the UCC is to meet each semester.

Section 2. Regular: The UCC will meet the first and third Thursday of the month after Section 1 has been established.

Section 3. Regular: The Chairperson of the UCC should try to have the agenda posted approximately one week in advance of the meeting.

Section 4. Special: The Chairperson of the UCC may call special meetings of the UCC. The UCC members will be notified as far in advance as possible.

Section 5. Quorum: A simple majority of the UCC constitutes a quorum.

Section 6. Approval of an agenda item: Items that have or may impact other departments require an attachment of a memorandum of understanding in the form of an email alerting the department chair and/or program directors of the change. Unless otherwise specified herein, the agenda item will be decided by majority vote, provided a quorum is present, e.g., even if one member votes for a motion, but none vote against it and all others abstain, then the motion will be ruled as having carried by a majority, in this case, a majority of one.

Subsection (a): Proposed changes in the NKU's General Education requirements require a two-thirds majority.

Subsection (b): All approved changes in NKU's General Education requirements must be forwarded to the President of Faculty Senate.

Subsection (c): Following the approval of a new course, the UCC may refer it to the Faculty Senate if one-third plus one of those members of the UCC present so

recommend.

Subsection (d): Proposed changes in NKU's remedial work requirements require a two-thirds majority.

Subsection (e): All approved changes in NKU's remedial work requirements must be forwarded to the President of the Faculty Senate.

Subsection (f): All proposed changes in NKU's entrance or exit requirements must be approved by the UCC.

Subsection (g): All approved new programs and substantive program changes will be forwarded to the President of the Faculty Senate.

Section 7. Proxy votes: Proxy votes, conveyed to the Chairperson of the UCC prior to the vote on an agenda item or through a stand-in representative will be allowed if approved by majority vote.

Section 8. AI Recordings: Unless approved by a 2/3s majority of UCC members at the beginning of a meeting, using generative AI to record meetings will not be permitted.

#### **ARTICLE VI: STANDING SUBCOMMITTEES**

Section 1. The standing subcommittees are the college curriculum subcommittees of each college (including the Honors College but excluding Chase College of Law). See Article VIII.

Section 2. Teacher Education Committee (TEC): This subcommittee is housed in the College of Education. Membership will consist of representation from programs who offer teacher education courses.

#### **ARTICLE VII: TEMPORARY SUBCOMMITTEES**

Section 1. By majority vote, for issues or matters falling outside the usual scope of the full committee, the Chairperson of the UCC may appoint other subcommittees, standing or ad hoc.

Section 2. The subcommittee provided for in Section 1 above may include, if desired, university administrators, and students.

#### **ARTICLE VIII: COLLEGE CURRICULUM COMMITTEES**

Section 1. Each College shall create a standing college curriculum committee (CCC) to review curriculum issues at the college level (including the Honors College but excluding Chase College of Law).

Section 2. Each college curriculum committee will establish its own set of bylaws to determine membership, selection of the chair and policies and processes as long as those bylaws do not contradict the UCC bylaws. All CCC bylaws and changes to those bylaws require UCC approval.

Section 3. The library will appoint a librarian to each CCC to serve as an ex-officio member.

Section 4. Quorum: A simple majority of the CCC constitutes a quorum.

Section 5. Approval of an agenda item: Unless otherwise specified by the CCC bylaws, the agenda item will be considered approved by majority vote, provided a quorum is present. e.g., even if one member votes for a motion, but none vote against it and all others abstain, then the motion will be ruled as having carried by a majority, in this case, a majority of one. All approved changes in the CCC must be forwarded to their appropriate Dean, and then they must be forwarded to the Chairperson of the UCC and the Chairperson of Graduate Council (if appropriate).

Section 6. The Chairperson of the UCC shall serve as an ex-officio member of the College Curriculum Committees.

## **ARTICLE IX: AMENDMENTS**

Section 1. These bylaws may be amended at any regular UCC meeting by a majority vote of the UCC members in attendance provided the amendment was submitted in writing and made available to all UCC members ~~at least one week ahead of the vote~~ at the previous regular UCC meeting.

Section 2. The Faculty Senate must approve UCC bylaw changes.

### **APPROVED:**

UCC: February 2, 1984

Revised by UCC: 1985, 1986, 1987, 1991, 1994, 2002, 2008, 2025

Faculty Senate - February 27, 1984

Faculty Senate - May 11, 1987

Faculty Senate - October 9, 1987

Faculty Senate - May 16, 1991

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