

## FACULTY SENATE MEETING

August 22, 2011

**Members present:** Jim Allen, Seyed Allameh, Diana Belland, Perry Bratcher, Carol Bredemeyer, Tobias Brauer, Gary Clayton, Kim Clayton-Code, Irene Encarnacion, Richard Fox, Emily Detmer-Goebel, Diane Gronefeld, Patrick Hare, Chuck Hawkins, David Hogan, Yi Hu, Ken Katkin, Alar Lipping, Caroline Macke, Phil McCartney, Kim McErlane, Tara McLendon, Jacqueline McNally, Joe Mester, John Metz, Phil Moberg, Teri Murphy, Ljubomir Nacev, Scott Nutter, Louise Niemer, Sara Runge, Ron Shaw, Judy Voelker, Steve Weiss, Jeffrey Williams, Xiaoni Zhang

**Members absent:** Blas Puente-Baldoceda, Michael Baranowski, Richard Boyce, Rich Gilson, Ausbra McFarland, Patty Schumacher

**Guests:** Jim Votruba, Gail Wells, Kent Johnson, Mary Lepper, Ken Rhee, Hing Cao, Caroline Olberding, Grace Hiles

The meeting was called to order by Senate President Alar Lipping at 3:05 pm. The minutes of the May 6 2011 meeting were approved. The President welcomed everyone and introduced members of the Senate Executive Committee.

### Guest Reports:

- **University President (Jim Votruba):**
  - The President welcomed everyone to campus and noted that he and the Senate Executive met five times during the last academic year to discuss various issues.
  - Enrollment for the fall semester is flat overall – slight growth in the graduate area and slight loss in the law school. There are about 2,200 new Freshmen with 65% having no academic deficiencies, over 90% with 1 or less, and less than 10% with 2 or less. There were three times the number of applications to available openings.
  - State budget situation is stable, with projections exceeding expectations. There is cautious optimism and no further cuts have been mentioned.
  - This year there will be a focus on academic advising, renovation of the University Center, and consolidation of planning for the various areas of the university. According to SACS, the university is in compliance regarding the general education program and this has been communicated with the Department of Education.
  - The President approached the Board of Regents about 6-8 months ago regarding his retirement plans. An announcement was made regarding retirement at the university convocation on Aug. 19. The search process will soon begin. A Search and Screening Committee will be set up. This committee's responsibility will be to forward names of preferred candidates to the Board of Regents for final selection by the Board. This committee will consist of four regents, two faculty, one staff, one student, a Dean, a Chair, and six others from various areas.
  - The NKU Diversity Plan has been approved at the state level.
- **Provost (Gail Wells):**
  - Thanks were expressed for a successful Faculty Development Conference. There were 334 in attendance and 90% said that the conference should be held again next year.

- Everyone was reminded to read the memo from Tim Ferguson regarding IT information.
  - The “First Friday” event will occur Aug. 26 from 3-5pm in Griffin Hall
  - There will be several “advising enhancement talks” throughout the semester – these are important for improving graduation rates.
- **Faculty Regent (Chuck Hawkins):**
    - The Regents May meeting and summer retreat were mainly spent discussing the Presidential search. Other topics included the approval of the Master of Instructional Leadership and the campus Diversity Plan.
    - It was noted that faculty who serve on the Presidential Search and Screening Committee should have a broad view of university needs and also focus on a candidate who would provide strong leadership during the transitional period. It was also noted that this is the last year of service for Chuck Hawkins and that the selection of the next Faculty Regent will be someone who will be working closely with the new President.
- **Director of General Education (Kent Johnson)**
    - Alar Lipping mentioned that the Director serves as an ex-officio member of the General Education Committee. One of the primary goals this year is to be pro-active regarding important issues.
    - Integration of general education courses into the baccalaureate program was done well, but NKU needs to make the general education program “more meaningful” to students.
    - Special areas of assessment will be identified for measurement rather than measuring all areas at once, which should provide more meaningful data.
    - Open faculty meetings will be set up to discuss various issues.

#### **Committee Reports:**

- **Benefits (Scott Nutter):**
  - This committee is primarily responsible for review of student scholarship awards, sabbaticals, grants, and summer fellowships. There are 20 sabbatical slots open this year (up one from last year), 15 summer fellowships (\$6,000 each) and \$56,000 in grant monies.
  - Workshops for the fellowships, sabbaticals and grants will take place on Sept. 8-9. New this year is the requirements for a cover page. The Benefits Committee evaluation form will also be available on the web site to give applicants an idea of the evaluation criteria used by the committee. There are also examples of successful applications both online and in the library.
- **Budget (Ljubomir Nacev):**
  - Still putting together committee membership. First meeting will take place on 9/26.
- **Professional Concerns (Jeffrey Williams):**
  - First meeting will be spent prioritizing concerns for the coming year.
- **University Curriculum Committee (Richard Fox):**
  - This year’s initiatives include:

- Modify the UCC web site (possibly use SmartCatalog, the catalog software) and streamline the submission process.
  - Enforce security on UCC submissions (only legitimate representatives – UCC or CCC members, program directors/chairs)
  - Create an “exceptions” form for submissions that are submitted after a particular deadline, or somehow need to circumvent the typical curriculum process
  - Create a policy regarding honors classes (based on GENAAT recommendation)
  - Examine and update NKU Curriculum Policy Manual (to take 2 years)
- Summary of last year’s activities:
  - Study of curriculum policy bodies & structure of benchmark institutions to make a recommendation to Faculty Senate/Constitution Review Committee (done fall 2010)
  - Study of benchmark institutions curriculum policies (to be continued this year)
  - UCC approved 3 new programs (First Professional Degree in Instructional Leadership P-12 Principle, and Joint JD/MHI and JD/MBI degrees), 2 graduate certificates (Acute Care Nurse Practitioner, Public History) and 1 undergraduate certificate (Software Development)
  - Approximately 140 form Cs, 113 form Hs, 3 form Gs and over 400 form Ks/Ms
  - Rejected 2 policy changes (one gen ed, one regarding x99 courses)
  - Attendance of the 31 voting members averaged 22 members per meeting (71.5%)
- **TEEC - Teaching Effectiveness and Enhancement Committee** (Ken Rhee):
  - Committee will be active in reviewing the course evaluation questionnaire
  - Workshops regarding various issue will be held during the year

**Officer Reports:**

- **Senate President** (Alar Lipping):
  - Discussion ensued regarding the process for naming faculty members to the Presidential Search and Screening Committee. These five names need to be forwarded to the Board of Regents so that final appointments of two individuals can be made prior to their September 13 meeting.
  - A memo will be sent to all faculty members requesting nominations. The Senate Executive Committee will review these nominations and forward five names to the Board. The Senate Executive Committee will request that one of the two final selections to the Committee be the Faculty Senate President. Nominations must have the approval of the nominee, include a 250 word rationale indicating the strengths of the nominee to serve on this committee, and optionally include a CV or link to the nominee’s vita.

- It was requested that the Executive Committee seek spring semester release time for individuals serving on the Presidential search and Selection Committee.
  
- **Parliamentarian** (Steve Weiss):
  - A handout regarding parliamentary procedures will be reviewed at a future meeting.

The meeting was adjourned at 4:35pm.

Respectfully Submitted,

Perry Bratcher, Secretary