

**Professional Concerns Committee**  
**Meeting Minutes for September 6, 2018**

**SU 302**

**3:15 pm**

**Members in Attendance:** Kaylani Ankem, Judy Audas, Blas Puente-Baldoceda, Tom Bowers, John Farrar, Kathleen Fuegen, Nicole Grant, Jane Hammons, Alexis Miller, Kevin Muenta, Gary Newell, Tracy Songer, Michael Washington, Maggie Whitson, Jackie Wroughton

**Guests:** Sue Ott Rowlands

**Members Not in Attendance:** John Clarkin, Linda Dynan, Christopher Herb, Jim Kirtley, Ban Mittal, Mauricio Torres,

1. **Call to Order, Adoption of the Agenda**
  - a. No additions and agenda adopted
2. **Minutes from PCC Meeting of May 3rd, 2018 were approved without dissent.**
  - a. May 3<sup>rd</sup>
3. **Election of a PCC Secretary**
  - a. Tracy Songer was approved by the PCC
4. **Chair's Report and Announcements**
  - a. Faculty Senate meeting and exec committee Report
    - i. President Vidya is putting together a **strategic framework planning committee**. The Process will be complete in 6 months.
      1. Group 1 - There will be a planning committee (core of 12 people) 3 – 4 nominations are awarded to the faculty. Those nominations will go to the executive committee as suggestions for service.
      2. Group 2 – Resource | consulting group – larger group with expertise in certain areas (ie research). If you'd like to nominate someone – that will need to be sent by today, Sept. 6<sup>th</sup>.
    - ii. **Enrollment Update:** 4% Enrollment decline – 3million in net tuition reduction. Note, If AP students are included in this number, there is only 1.4% decline. It is concluded that so far, AP exceeding expectations. Specifically specialty programs like MBA, Nursing and BSBA. Undergraduate AP enrollment is not at those expectations.
    - iii. **Retention:** We've done well with the 1<sup>st</sup> time full time student, but still under represented in minority. Highest was 72% - now we are at 68%. We have closed the achievement gap, but now they've slid back dramatically so it's time to work on spring for retention especially in this area.
    - iv. **TEEC Error in Faculty evaluations:** letter available for faculty saying what happened so you can add it to your RPT portfolio.
      1. Co-directors of CTL will be recommended soon.
    - v. **Budget:** There are questions to how well the budget and changes to the budget have aligned with faculty senate recommendations.

1. Athletics: This was lowest priority for the faculty but seemed to be spared by deep cuts. There is a question if the men's basketball coach received a raise. There is a lack of transparency with the details of his contract.
  - vi. **New Final Exam Schedule** will be implemented in spring 2019. Keeping a 10-minute gap rather than 15 minute. This schedule also eliminates time overlaps.
  - vii. **Research misconduct policy** will go out for comments soon – the faculty handbook is not changing – this is to govern other employees, not faculty. PCC may be asked to compare the two to be sure there are no discrepancies between the Handbook and new regulations.
5. **New Business, Agenda Items for the 2018-2019 academic year.** This PCC meeting (Sept. 6<sup>th</sup>) is to set the agenda and items for further discussion for the academic year. Below, are the top items on the agenda. Discussion on the rank of importance was concluded with below ranked by **Bold RED Number**.
- a. **Consensual relations policy** – PCC opposed last year, but we will bring this up again from the faculty side of things and faculty senate president has asked us to come up with a model policy to be implemented. **(1)**
    - i. Questions should be addressed –
      1. Should we have a policy that addresses sexual relationships on campus. Things to consider: Are offices private spaces? (ie. How does that effect RA's in the rooms)
      2. Dating Apps – prohibiting faculty from using them on campus?
  - b. **Intellectual Property policy** – last year this was pushed down as more timely situations came up. This should move closer to the top in that the PCC will address a new policy **(2)**
  - c. **Section 16 Faculty Handbook changes** – Issues, References to offices or positions that no longer exist. More of an “editing” of the handbook **(No ranking)**
  - d. **Research Misconduct?** John Farrar posed the question if the PCC should continue this exploration as PCC's concerns weren't addressed fully **(1a) – this will be discussed at the next PCC meeting**
    - i. Brought up this with someone in the COB. If there was an overlap in publications, the committee should just count down the number of publications. So, it would be for Cal State to see if that is an issue, it's not something that needs to be reviewed here. Her concern is that it is not appropriate for NKU to judge. In this document, the overlap is not considered and the only thing is to “count it down” or even check the copyright law for that journal at that particular time. This could also be background knowledge for a future annual review document for NKU.
    - ii. suggest more of a solid statement from President Vidya on what actually happened.

- iii. New PCC members would like the materials presented the way they were presented to last year's PCC. **Action: John noted and will bring materials to the next meeting.**
    - e. **Resolution on closed searches:** There wasn't really a resolution on what the PCC recommends for closed searches. We should revisit with solution-oriented ideas to present to faculty senate. **(No ranking)**
    - f. **Evaluation Procedures** – Do we rely too much on student evaluation of faculty? **(3)**
    - g. **Service of Part Time faculty on RPT committees.** This comes from a discussion in September or October. Presently, the handbook says that RPT are full time, tenured faculty. Look at the conflict (PCC resolved it in October 2017). When we went to senate – there was a bit more of an issue about money in the retirement account. This resolution was withdrawn at faculty senate because of this HR issue and the question wasn't answered. The immediate issue is who are part time tenured (not phased) and can they serve on these committees. **(Not ranked but asked to be put earlier in the year by the Provost so that FS can take a stance on this type of Service)**
    - h. **Timeline for an evaluation of administrators.** Outline a procedure for how that would happen. **(No ranking)**
    - i. **Boilerplate Syllabus:** is there a way we can be more efficient with the boilerplate? Is there some type of Qualtrix document the student can sign saying they've read it so the faculty doesn't put all of it in their syllabus. **(No ranking)**
    - j. **Winter Pay** - is inconsistent with the PAR. It's supposed to be half pay in December and half in January. Professor signs something that says PAR would pay half in December and in January. However, sometimes it is entirely paid in January. The Provost is looking into this. **(4)**
    - k. **AP Procedures**
      - i. Re-vist the AP contract and the origins of its approval. **(No ranking)**
      - ii. Faculty wide course load inequities with AP coming on board. **(No ranking)**
    - l. **Service Limit (8 year)** Discuss the removal of the 8-year-limit of service for leaders. Need for discourse to bring more of light to what is going on. In relations, Sue talked about a periodic review of administrators (360). Administrators tend to be renewed by default. There should be a process for a periodic review. **This falls in line with Line h above. (6)**
    - m. In May, FS asked President Vidya in regard to the tenure provisions. John's response was that this was discussed in FS and there was an informal response, but nothing formal. One thought within FS was that we wait on pushing that until January to see what happens to the administration. PCC would like to explore a solid statement on tenure **(5)**
6. Adjournment At 4:07pm  
Respectfully Submitted, Tracy Songer PCC Secretary