

## FACULTY SENATE MEETING

August 20, 2012

**Members present:** Jim Allen, Seyed Allameh, Michael Baranowski, Richard Boyce, Perry Bratcher, Carol Bredemeyer, Tobias Brauer, Gary Clayton, Steve Crites, Jacqueline Emerine, Irene Encarnacion, Nancy Firak, Richard Fox, Sandra Grinnell, Diane Gronefeld, Steven Gores, Patrick Hare, Lisa Holden, David Hume, Mary Kirk, Kajsa Larson, Alar Lipping, Gail Mackin, Tara McLendon, Joe Mester, John Metz, Scott Nutter, Louise Niemer, Jeanne Pettit, Jim Thomas, Steve Weiss, Jeffrey Williams, Xiaoni Zhang

**Members absent:** Diana Belland, Kim Clayton-Code, Roxanne Kent-Drury, Rich Gilson, Phil McCartney, Kim McErlane, Ausbra McFarland

**Guests:** Gail Wells, Ken Rhee, Grace Hiles

The meeting was called to order by Senate President Alar Lipping at 3:00 pm with a quorum present. The minutes of the May 4 2012 meeting were approved. A moment of silence was observed as a tribute to the passing of Dr. Heather Bullen, Assoc. Prof. of Chemistry.

### Guest Reports:

- **University President** (Geoffrey Mearns): A scheduling conflict precluded President Mearns from attending the meeting.
- **Provost** (Gail Wells):
  - IT help stations in the academic buildings are greatly appreciated. These will be available the first few days of classes.
  - Professional development funding has resulted in several initiatives, including:
    - “Meet, Greet and Grab a Seat” conference on 8/13 – over 400 in attendance. Thanks were expressed to Faculty Senate for support in this endeavor.
    - Funding to the Teaching Effectiveness and Enhancement Committee for future workshops.
    - Center for Educator Excellence funding
    - Funding to individual colleges and departments for professional development initiatives.
  - Funding has been made available for support of departmental Chair development.
  - Enrollment is essentially flat for the fall semester (down 0.2%) Previous goals called for a 2% increase. Admissions standards were raised several years ago. The 2% increase goal would have been met if we had admitted the 600+ students who were denied admission due to these increased standards.
  - President Mearns has stressed student success this coming year. Any ideas on how to improve in this area are welcomed.
  - Open office hours for the Provost are Fridays 8:30am-10am or by appointment.

- “First Friday” will occur on Aug. 24 with opening remarks by President Mearns.
- Please respond to the survey posted by President Mearns.
- NKU received a very positive affirmation of its General Education Program and accreditation from SACS.
- Provost will check on making presentations made at the “Meet, Greet and Grab a Seat” conference available via the web.
- **Faculty Regent** (Jacqueline Emerine):
  - The last Board of Regents meeting featured a workshop by Terry McTaggart about “Leading Change”.
  - For the next 3-6 months, President Mearns will focus on listening to others in order to get a feel for the NKU culture. Issues of concern for the near future include:
    - Impact of for-profit schools on traditional higher education
    - Impact of the recession on student debt
    - Branding of NKU
    - Move to Division I status
  - The next Board of Regents meeting is Sept. 12.

#### **Committee Reports:**

- **Professional Concerns** (Jeffrey Williams):
  - First meeting 9/6 with the first order of business being setting committee priorities for investigation. “Leftover” items from last year include:
    - Impact of Division I on academic priorities [and budget] and working with the Athletic Council
    - Mid-term grade implementation
    - Summer pay policy
    - Collegial governance
- **Benefits** (Scott Nutter):
  - First meeting 9/5.
    - This will be the first year for implementing Faculty Benefits reporting changes approved last spring (all reports sent to Provost’s Office).
    - Final funding numbers for faculty awards have not been set. Last year there was \$56K for grants, 15 fellowships and the number of sabbaticals determined by a set formula.
    - Submission deadline for faculty awards is 10/2.
- **University Curriculum** (Richard Fox):
  - First meeting 9/6.
  - A summary report of 2011-12 UCC activities was distributed. Highlights include:
    - Total of 31 members. Average attendance was 24.01 (78%)

- No new programs or certificates were submitted during the 2011-12 year.
- One new Gen Ed course was submitted/approved and fell into the Composition II category (291W)
- No. of program changes: 87
- No. of program deletions (certificates, minors, etc.): 10
- No. of course changes: 317
- No. of new courses: 117
- No. of course deletions: 52 (an additional 77 courses were deleted through the catalog update process, see info. about the Bylaws below)
- Policies and bylaws changes made to improve the curriculum process:
  - Honors sections of already existing courses are treated as separate sections, not separate courses (form H still required due to SAP technicalities). Once submitted, form H only needs approval by UCC Chair.
  - New x99 courses require form H submissions and changes to x99 courses require form K submissions. Once submitted, forms H and K only require approval by the UCC chair.
  - Courses not taught in the last 5 years will be compiled and given to the catalog editor who will disseminate this information to department chairs and UCC representatives. Unless requested by a chair or UCC rep., such courses will be automatically deleted without the need to go through the UCC process.
  - Minor course descriptions will be modified by the catalog editor to maintain consistency and correct grammar, punctuation and spelling. All such changes will be disseminated to dept. chairs and UCC reps. for that dept. If the changes are accepted and considered editorial only (that is non-substantive), they will be updated without the need to go through the UCC process.
  - UCC provide a definition for independent studies courses for the Provost's Office.
  - Other discussions included consideration whether graduate curriculum should continue to go to the UCC for approval, whether the "area of concentration" should be retained, and the consequences of the new CPE mandated changes to the curriculum.
- Two curriculum development workshops are scheduled for 9/17 and 9/19.
- The UCC website has been revised.
- One key concern for discussion in the fall is for clarification and implementation of the CPE's (Council of Post-Secondary Education) mandate of the "50% rule" in regards credit hours in relation to majors and core courses.
- Tentative digital submission deadlines are 10/25 (Graduate) and 11/15 (Undergraduate)

- **Budget Committee:**
  - Dr. Gary Clayton (Professor of Economics) volunteered to serve as Chair.
  - One of the goals of this committee is to push the faculty survey earlier in the year so that results can more effectively be used for financial planning.
- **Interim General Education Committee (Steve Weiss):**
  - One initiative for this year includes the investigation of the move of this committee to a standing committee.
- **Teaching Effectiveness and Enhancement Committee (Ken Rhee):**
  - A pilot project utilizing the ability to customize course evaluation questions was performed in the College of Informatics this past summer. This customization allows the ability for the instructor to create questions or select from a bank of questions. Evaluation of this process is taking place with another pilot project, expanding usage, occurring this fall. The committee will also be reviewing the revision of “core” questions.
  - Review of the administration of evaluation forms during summer sessions will be performed. Logistical issues make administration difficult during summer due to the number of different and overlapping sessions.
  - Workshops will be offered during the spring.
  - A development workshop entitled “Inquiring Mindset: Empowering Teaching, Learning and Leading” by Dr. Marilee Adams will occur on 9/28.
- **Post-Professor Awards Committee (Scott Nutter):**
  - This committee was formed at the last Faculty Senate meeting and was formed to review options beyond the Full Professor award. A Blackboard site was created for the committee in the summer for the committee to review documents related to the issue.
- **Faculty Senate Restructuring Committee (Carol Bredemeyer):**
  - This committee, consisting of the Chairs of the Faculty Senate standing committees, was created and charged with reviewing the current structure of Faculty Senate in order to create more effective decision-making. The existing structure of the Faculty Senate has been in place since the 1980’s – the University has changed drastically in the succeeding years.

#### **Officer Reports:**

- **Parliamentarian (Steve Weiss):**
  - Parliamentary procedures were reviewed. The Faculty Senate will be following Robert’s Rules of Order. A handout was distributed and a table of motions will be distributed via email.

- The following resolution was read in memory of Dr. Heather Bullen:

*Whereas* Dr. Heather Bullen, Associate Professor in the Department of Chemistry was one of our most respected and admired colleagues,

*And*

*Whereas* she demonstrated an astounding level of dedication to her students, her department, her research, and this university

*And*

*Whereas*, in the prime of her life and career, she faced a momentous struggle with courage and optimism, while never being diminished in her love for teaching and her students

*And*

*Whereas* she will be greatly missed as a member of the NKU community and family,

*Be it therefore*

*Resolved*, that the Faculty Senate of Northern Kentucky University henceforth will hold in highest regard the memory of our colleague, Dr. Heather Bullen, in recognition of her extraordinary and dedicated service to this university and its community; and furthermore be it

*Resolved*, that the Faculty senate extends its deepest condolences to all those who will miss Professor Bullen's irrepressible spirit, including her students past and present, her colleagues in the faculty and staff at NKU, and most especially her husband Brad Sieve, and her son Vonn.

The meeting was adjourned at 4:15 pm.

Respectively Submitted,

Perry Bratcher  
Secretary