Minutes
November 27, 2017
4:00 PM
University Faculty Senate
Shawnee State University

1. Call to Order

UFS President Marc Scott called the meeting to order at 4:05 p.m.

2. Roll Call

Secretary Jennifer Napper recorded the attendance (as follows):

Linda Hunt, Cathy Bailey, Kejing Liu, Sarah Minter, Mich Nyawalo, Georgeann Kamer, Janet Snedegar, Phil Blau, Gene Burns, Cynthia Hermanson, Virginia Pinson, Tony Ward, Adam Miller, Isabel Graziani and all officers (Marc Scott, Kyle Vick, Jennifer Napper, Jim Reneau).

3. Minutes: Motion to approve minutes seconded by Isabel Graziani. Approved unanimously as submitted.

4. Agenda: Motion to discuss agenda seconded by Cathy Bailey. Amendment to agenda proposed to add 11b. discussion of SEA/UFS faculty party and strike 11w approval Distance Learning course BSHS 4400. No questions or discussion about the agenda changes, accepted as approved.

5. Remarks from UFS President: See attached documents.

6. Treasurers Report: Treasurer Jim Reneau reported on expenditures to date. Report accepted as submitted and attached.

7. Administrative Reports

Provost Bauer's report:

Class cancellation and emeritus faculty policy is up for review at the beginning of the year. Current emeritus faculty policy states that the president can appoint anyone with 10 years of service and title of full professor to be emeritus within 120 days of retirement. After that, retired faculty, with the title of associate or full professor, have to be nominated by the department and approved through the appropriate offices to become emeritus.

The Higher Learning Commission systems portfolio deadline is January 29th. The administration would like to have a draft in place by the end of December so it can be reviewed and revised when the university resumes operation in January.

CAS Dean search is making progress. It is expected that they will have a short list of candidates to bring to campus by the end of fall semester.

UC Dean search committee is currently being formed. This will be an internal search.

Learning House, an online program management company, is coming to campus for an informational meeting on November 28th. The administration wants to target non-traditional adult learners and offering courses in an online format will be key to growing our student body in that area. Companies such as Learning House provide online technical support services at all times of the day and also aid in the recruitment of students. The cost is ~50% of the tuition for these services.

About 50% of the programs on campus have submitted learning outcomes. Learning outcomes need to be updated by the end of the calendar year.

Program warehousing:

This process was started last year with 7 associate programs being warehoused. 2 programs that were on the list to be warehoused were subsequently removed. The impacted departments were notified and given the opportunity to provide feedback to EPCC. The same procedure was followed for establishing new academic programs.

Jeff then addressed reasons for warehousing programs:

- Not just financial – probably won't see short term savings and new programs will also be developed to create a set of programs that are more attractive to students.
- Attracting students will help us build a comfortable and sustainable enrollment. We've already taken steps in this directions through changes in how we recruit, digital marketing, offering in-state tuition for students from several Midwest states, redesigning our scholarship program, and guaranteeing tuition rates for students.
- The traditional student population is declining overall so there is a need to look at different populations of students such as the adult learners to increase our numbers. Such as:
    - Adding graduate programs and +2 programs.
    - Expanding course offerings beyond the 9-3 time slot.
- There are currently 75 programs across campus with 51 Baccalaureate Programs (31 CAS and 20 CPS), 5 Masters Programs and the 19 Associate Programs. The administration would like to see a reduction in the degrees targeted to traditional students and the number of Masters Programs doubled.
- The list of metrics established by a UFS subcommittee last year as well as other factors will be used to set a threshold for recommending a program to be warehoused. These include:
    - Does the program meet the enrollment threshold?
    - Does the program bring new students to the university?
    - Do students use the program as a path to graduation?
    - Does the program have an appropriate number of faculty and resources?
    - Is the program cost effective?
    - Do we expect the program to be successful in the future?
    - Is the program important to our mission?
    - Will elimination affect students? Can they transition to a similar program if eliminated or will there be another program that is attractive?
    - Does the university want to continue to invest in that program?
- The administration will provide a list of suggested programs to be warehoused in early December to the impacted departments. These programs are expected to reach the EPCC followed by the UFS in February.

Marc Scott comment: It would be helpful to departments developing new programs to have the data collected from the ACT regarding student preferences on programs.

Jeff Bauer comment: One problem with the ACT data is that students may not be aware of certain programs until they get to college.

8. Announcements from Senate floor: Retirement party for Stylianos Hadjiyannis in the Selby Lobby Nov. 30 from 3-5pm.

9. Committee and Director Reports

a. <u>Executive Committee Report:</u> Report from Marc Scott is attached.

Also, if anyone has any suggestions to improve Curriculog please let a UFS officer know.

b. Teaching and Learning Center Committee: Pat Spradlin, Chair, reported on recent TLC activities. She encouraged everyone to take advantage of the professional development opportunities offered through the TLC. The TLC also has a small library collection available for faculty to use. Pat also encouraged faculty to conduct workshops for their colleagues. See the attached schedule of professional development opportunities and a list of their services.

In addition, Pat also urged faculty to participate in Faculty Festival of Achievement either by presenting or attending sessions. Suzanne Johnson-Varney will arrange a display in the library for faculty projects (works of art, 3D printing projects, music, publications, etc.). These displays received a lot of attention from students last year.

10. Unfinished Business:

a. Resolution on State Sales Tax Exemption for Textbooks: SGA passed a resolution in support of tax exemption. President Kurtz doesn't feel comfortable recommending the BOT pass a similar resolution until the final language for the bill is in place. He fears the $300 cap for textbooks might be added back to the bill or we might lose financial support from the state. Marc suggested we might want to table voting on this resolution until he can learn a bit more. Phil Blau moved to table this issue until the January meeting. Isabel Graziani seconded.

11. New Business

a. Report from Title IX Coordinator: Douglas Shoemaker took over the role of coordinator on November 1. If anyone needs support or consultation he can be found in the Business Center or reached at extension 3363. He also encouraged everyone to browse the training site and reach out to any of the staff if they have any questions.

b. SEA/UFS party: Senate usually pays for the supplies and venue. SEA pays for the food and beverages. Marc Scott will reach out to senators that planned this event in the past to see if they are willing to serve again.

c-bb and a-v (striking item w as approved by the senate). Motion to discuss the curricular items seconded by Cathy Bailey. Marc Scott proposed that all of these items be bundled and asked if there were any items the senate would like to single out for discussion. Kyle Vick noted that there were two courses listed under item 11f. Marc Scott stated that these should be on separate lines. There was no other discussion of the items. Mich Nyawalo moved to bundle all of the curricular items. This was seconded by Linda Hunt and the changes were passed unanimously.

12. Adjournment: Motion to adjourn meeting was seconded by Phil Blau at 5:15 p.m.

University Faculty Senate of Shawnee State University
Monday, November 27th 2017 Senate Meeting
Faculty Senate President's Remarks

The University of Wisconsin—Superior is an institution that looks a lot like Shawnee State. UW—Superior draws on mostly working class and first-generation students and the school is located in a small town of about 25,000 people on the border of Wisconsin and Minnesota. As some of you might have heard or read about in the *Chronicle of Higher Education*[1], the administration at UW-Superior shuttered roughly two dozen academic programs. Like our current situation with respect to program warehousing, there are no plans to eliminate faculty lines, but also like our situation, it's unclear what will happen with faculty members who teach in warehoused programs.

I draw this parallel not to argue that we're headed down the same path. There are similarities, but there are also key differences. According to the *Chronicle* article, faculty felt left out of the decision making process. In contrast, my predecessor argued for a process that guaranteed faculty input in decision making, and last year a faculty committee drew up metrics by which we could define a "low-enrolled" program. Faculty members also serve on the Provost's working group that applies those metrics to identify low-enrolled programs. And the faculty serving on EPCC and here in the Senate will vote on whether or not to recommend programs for warehousing. In short, we have a hand and a voice in the process.

Speaking frankly, there may be a case for reducing the number of programs we have. I've been persuaded of this because I have the "luxury" of attending several meetings in which the Provost has made different arguments for warehousing. To be honest, I find the economic savings argument a little thin. However, I do see some merit to streamlining our offerings in order to better market our programs. I agree that the institution created numerous programs in anticipation that our enrollment figures would rise. I'd also note that we did so at the urging of the administration at the time. We've since learned that a "fill-the-seats-at-any-cost" approach to recruitment does, indeed, have a cost. And it may be the case that we've spread ourselves thin and created programs with few faculty members involved in the delivery of the curriculum. Again, I've heard various arguments and can piece together a rationale for warehousing programs, but our recommendation cannot be about what the Faculty Senate Leadership have heard. We, as a shared governance body, deserve a presentation of the administration's arguments so we might offer a fully informed recommendation. To that end, I've asked the Provost to clarify the administration's position today during the administrative report.

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[1] Mangan, Katherine. "Plan to Phase Out 2 Dozen Programs Stuns Faculty at Wisconsin-Superior." *The Chronicle of Higher Education*. 1 Nov. 2017.

There's another issue at stake here that we're not talking about all that much and that's how we're defining our institution through the curricula we do or do not offer. In the *Chronicle* piece about UW-Superior's eliminated programs, a student interviewed for the article said, "I see this as the first step towards changing the school into something more like a trade school." Major decisions like program warehousing have the capacity to change an institution. If we are indeed reconsidering our identity as a university, faculty *must* be included in that conversation. The average tenure for a provost is roughly 4.7 years and for a university president the average is about 8.5 years[2]. Many of the faculty in this room will be here much longer than that, so the impact of our shared governance decisions—particularly decisions that shape the identify of our institution—matter greatly to faculty.

And I want to be clear: my remarks do not reflect a fear of Shawnee State becoming more Professional Studies or less Arts & Science-y. We are one faculty. My colleagues in Professional Studies do excellent work as do my friends in Arts & Sciences as do the folks in the University College. What I'm trying to convey is that if we're attempting to carve out a niche as a career-ready school, that's great. Let's talk about what that means. In our shared governance committees and in the working groups such as the Academic Resource Management Committee and the Strategic Planning Committee, let's discuss what career ready means, let's provide faculty a sense of how they can contribute to that goal, and let's find ways to include all faculty, particularly faculty who teach in programs we might warehouse, in a discussion about this institution's future.

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[2] Pierce, Susan Resneck. "Producing Academic Leaders." *Inside Higher Ed*. 26 Jan, 2011.

Shawnee State University
University Faculty Senate
Treasurer's Report

As Of: **2017-11-27**
Budget Period: **2017-18**
Budget Accounts: **10-1010-30-10046-**

Object	Description	FY Budget	Committed	Obligated	Paid	Budget Balance	Expended %
62101	Travel	900.00		97.37	194.74	607.89	21.6%
66199	Miscellaneous	787.50				787.50	
Total		**1,687.50**		**97.37**	**194.74**	**1,395.39**	**17.3%**

Notes:

Respectfully Submitted
James M. Reneau – Treasurer UFS

I attended the Ohio Faculty Council earlier this month and here are a few of the highlights from the meeting:

- The OFC awarded its first Technology Commercialization Award to Jason Heikenfeld at University of Cincinnati who partnered with other researchers to develop technology that would analyze sweat and provide data about people who have to perform high-stress jobs for a prolonged period (pilots, etc.). The technology developed in partnership with Dr. Heikenfeld has been commercialized and the startup now employs roughly 40 people. Chancellor Carey attended the OFC meeting to present the award and he was very much supportive of faculty involvement in technology commercialization. The award will be offered next year, so if you or a colleague is working on a project that might be commercialized, let me know.

- At our last senate meeting, Kyle talked about textbook cost reduction and members of the Executive Committee have been active in the Provost's working group investigating that issue. Nearly a dozen vendors, including Barnes & Noble, UNIZEN, Pearson, and other retailers and publishers—presented their pitches for online textbook platforms. The proposals ranged from the ridiculous (a flat $50 fee per student for access to the software and any open-source materials the students might access) to the promising (software that seamlessly works with Blackboard and provides faculty easy customization and opt-in/out features). We'll keep you updated as we learn more.

- HB 337 (Tax Exemption for College Textbooks) would save Ohio college students approximately $26.2M annually. Based on the data our bookstore was able to find, this number would be approximately $130,000 at Shawnee State for the 2015-2016 academic year. Wright State, University of Akron, and the Ohio Student Government Association is behind this effort, and our own SGA has issued their own document supporting HB 337, and they're also distributing an online petition which I'll email to interested faculty. We'll discuss our own resolution later today.

- HB 363 (Campus Free Speech Bill) this bill has low chance of passing, but it's boilerplate legislation from the Goldwater Institute that may make the rounds again. It's goal is to make student activity fees optional for students, and it also purports to ensure free speech and restrict the parameters in which a university can decline a speaker permission to speak on campus. For instance, the bill would make it illegal for any university official to warn students if there might be controversial or graphic images on campus in conjunction with a speaker. Like I said, the bill is likely to get voted down. One of the Bill's two sponsors, representative Wes Goodman recently stepped down

due to sexual misconduct in his statehouse office. You can look up the bill and representative Goodman online, but I encourage you to do so from home.

In addition to items from the Ohio Faculty Council, I'd also like to share the following:

- President Kurtz has formed a sustainability committee that will include two faculty members.
- I have reached out to faculty leadership at the University of West Alabama to get their thoughts on Learning House—a company SSU has considered partnering with to manage our online program offerings.
- I'll be reaching out to faculty to get their thoughts and feedback on Curriculog. There seems to be less feedback and discussion about curriculum since we moved to Curriculog, and I'd like to see what improvements we might undertake to make the application more useful to faculty.

If you have any questions or comments, please share them now or feel free to email me your thoughts.

Shawnee State University
Teaching & Learning

Faculty and Staff Professional Development

Our goals are

- to offer convenient and relevant professional development
- to support faculty scholarship
- to promote thoughtful risk-taking in the classroom
- to provide faculty an opportunity to network with one another and share pedagogical concerns and knowledge by developing a community of professionals interested in discussing a scholarly approach to teaching and learning.
- to enhance teaching skills with current best practices
- to sustain academic and student services
- to promote the value of higher education to the community

The SSU TLC can provide informal assistance to faculty members seeking help with individual needs, such as reviewing and discussing lesson plans, reviewing course assessment tools, getting settled within our community as new faculty, loaning books on teaching and learning, organizing editing and peer review sessions for scholarly submissions, and choosing online learning workshops.

The TLC can assist individual faculty needs for those interested in growing as teachers and learners. Should you need personal, private help or advice regarding teaching and learning at the university, you are invited to request informal one-on-one assistance which may include classroom visits and informal discussions. The office is in ADM 032, near the Printshop.

What do we offer?

PROFESSIONAL DEVELOPMENT SESSIONS PRESENTED BY GUESTS WHO FACILITATE CONVERSATIONS ABOUT TRENDS IN TEACHING AND LEARNING (You do not have to take expensive trips to grow professionally.)

TLC SESSIONS FOR SHARING OUR BEST THOUGHTS AND STRATEGIES FOR TEACHING AT SSU (We have rich resources about teaching and learning methods and skills right on this campus, and sharing our ideas & experiences builds professional bonds with colleagues. (Prize drawings for each semester!)

EARLY SERVICE SUPPORT FOR THOSE NEW TO TEACHING AT SSU

LEARNING COMMUNITIES THAT BRING REGULAR GROUPS TOGETHER ACROSS CAMPUS TO TALK ABOUT WHAT MATTERS TO US IN THE CLASSROOM & IN HIGHER EDUCATION (Student-Centered Classrooms & First Year Out)

LILLY CONFERENCE STIPENDS THAT SEND FACULTY MEMBERS TO THE MIAMI OF OHIO CONFERENCE IN OCTOBER

THE FACULTY FESTIVAL OF ACHIEVEMENT   A PLATFORM FOR FACULTY AND ADMINISTRATORS TO SHOWCASE PUBLICATIONS AND SCHOLARLY PROJECTS WITH COLLEAGUES, STUDENTS, AND THE GENERAL PUBLIC

A SMALL LIBRARY COLLECTION IN THE TLC FOR PROFESSIONAL GROWTH

Wednesday "FREE COFFEE" IN THE TLC WITH A WEEKLY "FACULTY FOCUS" NEWSLETTER IN EACH EMAILED INVITATION

MEMBERSHIP ACCESS TO ACADEMIC IMPRESSIONS ONLINE FACULTY TRAINING TOOL

Note: Many TLC Sessions apply to both faculty and staff interested in common topics, such as safety awareness, accessing available technology, leadership, etc. Note: If you have an idea for a 45 minute "lunch and learn brown bag" topic, please contact us . We also want to start new learning communities designed around topics proposed by YOU.

teachinglearningcenter@shawnee.edu

Facebook: SSU Teaching and Learning Center   Twitter: SSUTLC

NOV……………………………………………………………………………

"Removing Speed Bumps"

ADA Compliance & Classroom Materials	Nov 8 Wed	4:00 pm	Success Ctr 150
Ai : The Future of Work and the Academy	Nov. 8 Wed.	1:00 pm	ONLINE
Ai Webinar/ Title IX:4 Essentials for Faculty	Nov 14 Tues	noon	ONLINE & UC214
LC: Facilitating Student-Ctrd. Discussions EDU BLDG 139	Nov 28 Tues	10:00 am	
Ai Webinar/Writing Webinar	Nov 30 Thurs	1:00 pm	ONLINE
Ai Webinar/3 Ways to Engage Online Students	Nov 30 Thurs.	1:00 pm	ONLINE

DEC. ………………………………………………………………………….

Ai Webinar :Professional Mindsets	Dec 1 Fri	1:00 pm	ONLINE
LC "Teaching Freshmen" room	Dec 5 Tues.	5:00 pm	Port City Pub/front
Ai Webinar: Title IX: LGBTQ and Community 214	Dec 5 Tues	12:00-1:30 pm	Online &UC
Ai Webinar: Improving Student Engagement With Advising Communications	Dec 7 Thur	1:00 pm	ONLINE
Academics and Strategic Enrollment Mgmt.	Dec 12 Tues	1:00 pm	ONLINE

Sign up for Faculty Festival before You Leave for Break!!!!!!!!! Dec. 5, if possible

(See Academic Impressions Instructions in your email or near your mailbox for Online webinars)

JAN………………………………………………………………………

Information Literacy through a Different Lens	Jan. 24th	4pm	UC 215
Ai Five Things Chairs Need to Know	Jan. 30	ONLINE	
Faculty Festival Events (weeklong)	Feb. 19-23		
ADA Compliance: "Removing Speedbumps" Cont. Lab	Feb. 27	4pm	Success Ctr.
How to Use Blackboard for Tests and Quizzes	TBA		Success Center
Promotion and Tenure: A Panel Discussion	March 13	4pm	
Handling Distressed Students in Academic Trouble	March 27/28	TBA	UC 215