

MINUTES

February 29, 2016

4:00 PM

University Faculty Senate

Shawnee State University

Call to Order

UFS President Andrew Feight called the meeting to order.

Roll Taking

Secretary Janet Feight recorded attendance as follows:

Present: Tom Piontek, Janet Snedegar, Barbara Warnock, Linda Hunt, Cindy Hermanson, Nick Meriwether, Isabel Graziani, Phil Blau, Chris Meade, Sean Dunne, Virginia Pinson, Cathy Bailey, Adam Miller, Nancy Bentley, Keenan Perry.

Absent: Patric Leedom.

Approval of Minutes

The minutes from the last meeting were approved by acclamation.

Agenda

Accepted by acclamation.

UFS Officer Reports

President's Report: Opening remarks from UFS President Andrew Feight included thanks to the party committee (Sarah Minter, Cathy Bailey, Maggie Selby) for a successful joint SEA-UFS event. Pres. Feight also reported on the most recent OFC meeting, at which a resolution was adopted advocating an increase to the state share of instruction and sending op-eds to OH newspapers. The vote also favored sending this resolution to the Chancellor and Speaker of the House. We are awaiting the OFC report on adjunct pay. There was a 2% raise at SSU for adjuncts (approved by BOT), and Pres. Kurtz anticipates another increase in the future. There was discussion at the OFC about how the various campuses are handling the mandates in recent state legislation. In particular, there was discussion of how our institutions are planning to decide the ways they are complying with the recent Governor's Task Force on Efficiencies — some campuses have special joint task forces working on their report. At Shawnee, Pres. Feight was able to secure an agreement with the Provost that will allow the UFS Executive Committee to review the draft of our report, which is being developed by Jonica Burke and is due to the Legislature this June.

Our next meeting will be March 28th.

Treasurer's Report: Accepted by acclamation (attached).

Administration Reports

Provost: Interim Provost Jeff Bauer noted that President Kurtz was out of town building a relationship with NeoMed. He also reported on the IUC Provost sub-committee on textbook affordability – so far the consensus is that there is not likely to be one standard textbook for introductory courses. The Provost spoke about our completion plan (and updating it every two years) and our systems portfolio for accreditation. A rough draft will be finished by next fall. Faculty leaders are needed to review the draft.

The Provost thanked the UFS Vice President and President for their work on revising the PCAF (now ARMF) form and drafting the Non-Departmental Directors review form, respectively.

Additional items of note:

- There will be a new advisor for College Credit Plus.
- Offices being moved: The Trio Center will be moving into the Administrative Annex, and Business will be moved to ATC.
- Advising Platform: There has been an attempt to find a good tool for professional advisors and faculty to use in order to identify students that need help.
- The Archive Committee: Committee met and will establish a central university archive.
- Advisory Survey Committee: a new annual faculty survey is being developed that will provide assistance to students in need of advising.
- Provost Search Committee: Candidates will come to campus in March (14, 15, 16).

Announcements: N/A.

Committee Reports

Executive Committee: Drew Feight reported that the Executive Committee met with President Kurtz and Provost Bauer to discuss the PCAF resource planning form that the SSU President wants faculty to use for major curriculum and program developments. Procedural changes were suggested by the Exec. Comm. along with revisions to the form, which was changed from the PCAF to the Academic Resource Management Form. A committee was established to oversee the submission and review of the form: the Academic Resource Management Committee on which the Provost, Deans, VP of Finance, and the UFS President will sit (so, faculty will now be represented). There will be a 5-day open hearing and vote. The meetings will be every 3rd Tuesday of the month. When considering a proposal, the committee has three options:

- A) Approve
- B) Hold in abeyance

C) Not recommend

Feight noted on the record the nay vote on the ARMF from University-at-large Senator Jennifer Pauley who disapproved of any change to the current curriculum proposal process.

Provost Bauer also responded to faculty concerns about the ARMF and said that Pres. Kurtz is more quantitative and concerned about budget management than past presidents. UFS President and VP will check with OFC regarding precedent for ARMF at other institutions. A review of the ARMF process will occur after two years to see if it is serving faculty needs.

The Exec. Committee, as a result of the new CBA, also worked on and proposed Amendment to UFS Constitution regarding oversight of Non-Departmental Directors.

The Exec. Committee made the following appointments:

Election Committee: Rudmann, Barnette, Inman.

Presidential Action Team Appointments - CPS and CAS

Budget: Lucas, Burns

Enrollment: Perry, Kacir

Marketing: Reneau, Minter

Capital Projects: Carole, Linden

Technology: Witherall, Lyons

Veteran's Outreach: Barnette, Hunt

Archives: Hudson, A. Feight

Distance Learning Committee: Cathy Bailey reported on SSPE 2400 – Foundations of Coaching - approved for online delivery. And, team members are reviewing 2013 courses, to be completed in March (78 courses). Reviews need to be done every 3 years but may be better done every 5 like program review cycle.

New Business

A. SEA/UFS Non-departmental Director Oversight Items -

Composition and Writing Center Directorships will still be under English & Humanities Departmental oversight.

1. Amendment to Constitution - Motion to approve new language, Article IX (after typo fixed in Item 5): Motion by Bailey, Second by Meriwether, approved unanimously.

Item 4 (GEAC) amended (to include mention of the 5-day open hearing) and proposal unanimously approved.

2. Non-departmental Director Evaluation Form – Motion to approve by Meriwether, seconded by Reneau. Form will be used this spring.

B. EPCC – Bundled and unanimously approved.

1. Office of the Provost

- a. Proposed Changes to Academic Policy on Student Assessment
- 1. Department of Engineering Technologies
 - a. Enhancement/Change of Degree – Digital Simulation and Game Engineering Technology
 - b. Enhancement/Change of Degree – Computer Engineering Technology
- 3. GEAC Items
 - a. THAR 2212: Acting II to Oral Communication Category
 - b. ENGL 1101, ENGL 1103 to 3 Credit Hours
- C. DLC Items
 - a. On-Line Delivery Approval – SSPE 2400: Foundations of Coaching
- B. Graduate Council Items
 - a. New Course Proposal – NTSC 5999: Special Topics

Adjourned 5:30.

**Shawnee State University
University Faculty Senate
Treasurer's Report**

As Of: 2016-02-29
Budget Period: 2015-16
Budget Accounts: 10-3620-*

Object	Description	FY Budget	Expenses	Budget Balance	Expended %
	5500 Regular Student Empl				
	5853 Workers Compensation				
	6110 Office Supplies		16		
	6190 Miscellaneous Supplies		336	-336	
	6210 Travel		219	-219	
	6211 Meals / Same Day Travel				
	6260 Entertainment		73	-73	
	6340 Postage / Delivery				
	6350 Printing & Binding				
	6360 Purchased Publications				
	6450 Rental		350	-350	
	6790 Miscellaneous Expense	2,300		2,300	
	9999 Unallocated				
Total		2,300	994	1,306	43.2%

Notes:

Respectfully Submitted
James M. Reneau – Treasurer UFS