

**Minutes**  
**March 31, 2025**  
**4:00 PM**  
**University Faculty Senate**  
**Shawnee State University**

**1. Call to Order**

UFS President Mariah Woodward called the meeting to order at 4:00 pm.

**2. Roll Taking**

The attendance was recorded as follows:

M. Woodward (Senate President), D. Myers (Senate Vice President), J. Reneau (Senate Treasurer), A. Napper (Senate Secretary), A. Feight (University-at-large Senator), K. Koehler (Graduate Council Chair), T. Piontek (CAS-at-large), J. Scott (English & Humanities), B. LeCouffe (Fine, Digital, and Performing Arts), P. Blau (Mathematical Sciences), E. Larson (Natural Sciences), P. Madden (Education), T. Bunting (Social Sciences), S. Clausing (Business), R. LaBello (Nursing), J. Ok (Engineering Technology), S. Allen (Rehabilitation Sciences).

Absent: R. Powell (CAS-at-large), M. Stone (CPS at large), R. Walker (CPS-at-large), A. Zaph (Allied Health Sciences).

**3. Approval of Minutes**

No changes requested, moved by M. Woodward, seconded by S. Allen. Approved unanimously.

**4. Approval of Agenda**

E. Larson requested discussion of Article 1 §6 of the UFS constitution to New Business. Amended agenda moved by E. Larson, seconded by J. Reneau. Approved unanimously.

**5. Announcements and Remarks from the Senate President, Mariah Woodward**

OFC met last week to discuss SB1, which has just recently been signed into law. Nominations for open UFS seats were sent out last week, with a second round going out today. Voting will begin on Apr 14.

**6. Treasurer's Report: Jim Reneau**

\$25 of funds remain, although there may be further nameplate purchases that have

yet to post. The report is available upon request, and attached to these minutes in an appendix.

Motion to accept report by President Woodward, seconded by P. Blau. Motion approved unanimously.

## 7. Administrative Reports:

### 7.1. President Braun

Dr. Braun is happy to answer any questions anyone has about SB1, which will directly affect SSU in about 90 days. ODHE will provide us with interpretation and guidance. The president offered to meet with anyone who would like to talk about SB1.

**Michael Villanella has been hired as the Chief Enrollment Officer.** We will be relying upon him to provide guidance and assistance in turning our numbers around. He has key experience in the online space, which will be an important means to grow enrollment at the University. Dr. Braun expects there to be significant change in this area over the next 60 days at SSU.

Our relationship with Education Dynamics continues. They are beginning to roll out programmatic support: logistics, operations, but mostly marketing.

**We're making a really big push for fall. All of our trailing indicators are currently up right now and we appear to be ahead.** Over the next 60 days we will be making a big push for fall enrollment, and will intentionally target programs that have capacity for more students.

We are planning to **expand our athletics profile and footprint.** Currently have 320 student athletes, however there is a plan to increase this to 550 over the next few years. There have been explorations to move to different conferences/leagues, with a desire to announce this to the Board in April or June. This would give SSU a much higher profile, aid with recruitment efforts, and help us to fully utilize our on-campus housing.

The **Office of Personal & Professional Development** will be announced today in response to student and parent interest in providing evidence of work experience obtained while enrolled in SSU programs. It will also align with state and federal regulatory requirements that require us to collect data on post-graduation performance of our students in terms of wages and placement rates. This office will be embedded in Academic Affairs to facilitate conversations with academic leadership to better integrate our work experience for current students, etc. as well as to build capacity for data collection. We want to be able to tell every student who comes to SSU and enrolls in a 2- or a 4-year program that they will have the opportunity to

**complete a work experience program** (defined broadly) before they graduate.

The work experience requirement will become a **graduation requirement** set forth in a Board of Trustees policy (as opposed to a curricular policy).

Dr. Braun will **appoint a taskforce to help write this policy in conjunction with UFS**. The goal will be to have this in place for our incoming fall class.

7.2. **Interim provost, K. Inman**

Adena agreement: has been sharing updates with governance committees. Need to submit paperwork to ODHE and HLC regarding delivery of programs at a second site. Looking at the **4-year nursing program (BSN) and the MBA** as the first two programs that we will be **able to deliver at Adena, with a target date of Spring 2026**.

Would like to deliver the associates of nursing (ADN) and the associates of radiologic technology (Rad-Tech) program beginning in the Fall of 2026, but this will require curricular changes that need to be sent through ARMC, EPCC, DLC, and UFS.

Has asked the UFS executive committee about **sending the ADN and Rad-Tech proposals to ARMC in June**. The Executive Committee could then review them over the summer, and, if provisionally approved, the proposals could be presented for a full UFS vote at its first fall meeting before submission to the appropriate accreditors.

Concern was raised by senators about having the UFS executive committee perform all the reviews. The new plan is to wait for the department/school to approve their curricular changes, submit to ARMC, and after ARMC the interim provost and Senate president will confer to determine the best way to **bring committees together over summer**. One potential suggestion was to have a special meeting of the UFS in August to facilitate the process. **Any summer work would be compensated at the contractual \$45/hr rate**.

8. **Announcements from the Senate Floor**

**E. Larson:** Celebration of Scholarship is this week. Come attend!

## 9. Committee and Director Reports

**A. Feight: (Chair)** Ad hoc committee on the constitution & bylaws, and ARMC procedures

Finished up the proposed amendments to the constitution and bylaws which has been shared via email to all campus.

**ARMC review** – met with administration and had a constructive conversation. No time to produce recommendations this semester in addition to the constitution update. **Final recommendation of the committee is to form a new ad-hoc committee in the fall** and charge it with producing recommendations to the ARMC structure and policies. *(A. Feight left at this time, and did not vote for any motions made past this point in the minutes.)*

**A. Napper:** Summarized the proposed changes that the committee has made with regards to the UFS constitution and bylaws. (See appendix B.)

Reported that the Registrar (T. Sheets) suggested replacing “Curriculog” with “curriculum management software.”

Motion to **take-up discussion** of the proposed constitution and bylaws: E. Larson, Second: J. Ok. Motion approved unanimously.

**Motion to amend** to adopted proposal to replace “Curriculog” with “curriculum management software” by J. Reneau. Second: E. Larson. Motion approved unanimously.

**Motion to approve** the proposed constitution and bylaws along with the amendment above: J. Reneau. Second: P. Blau. Motion approved unanimously.

Secretary Napper announced that this will now be sent out to the faculty body for a two-week comment period before a vote can be taken to approve the recommended constitution and bylaws (as amended above) by the membership of UFS.

## 10. Unfinished Business

None.

## 11. New Business

11.1. At the request of E. Larson, the following proposals were unbundled (items F, M, Q, T, U, V, and W on the original agenda).

11.1.1. F. Actuarial Science Certificate

11.1.2. M. Drawing Minor

- 11.1.3. Q. HIST2103 – Revolutionary Europe 1517–1921
- 11.1.4. T. Industrial Management
- 11.1.5. U. Minor in Fitness Management
- 11.1.6. V. Minor in Sport Management
- 11.1.7. W. Painting Minor
- 11.2. The remaining proposals were bundled – moved by J. Reneau, seconded by J. Scott. Bundling was approved unanimously.
  - 11.2.1. A. ADNR - 1194 - Nursing Care Adults/Children 1
  - 11.2.2. B. ADNR - 1254 - Nursing Care/Behavioral Health Client
  - 11.2.3. C. ARTS - 2711 - Illustration
  - 11.2.4. D. ARTS - 2721 - Concept Art
  - 11.2.5. E. ARTS - 3621 - Digital Paint 01
  - 11.2.6. G. Asian Studies Minor
  - 11.2.7. H. BSB Management
  - 11.2.8. I. BUMG - 2250 - Organization/Operation of a Small Business
  - 11.2.9. J. BUMG - 4900 - Business Etiquette and Interpersonal Skills
  - 11.2.10. K. Change "Studio Arts (BFA)" to "Fine Arts and Illustration (BFA)"
  - 11.2.11. L. DANC - 3001 - Dance History
  - 11.2.12. N. EDRE - 3287 - Literacy Evaluation & Assessment
  - 11.2.13. O. Entrepreneurism Minor
  - 11.2.14. P. Game & Simulation Development Arts
  - 11.2.15. R. Human Resource Management Minor
  - 11.2.16. S. Illustration Minor
  - 11.2.17. X. SOCI - 2204 - Introduction to Social Work
  - 11.2.18. Y. SOCI - 3405 - Social Work Practice
  - 11.2.19. Z. SOCI - 4403 - Field Experience in Social Work
  - 11.2.20. AA. Social Sciences BA
  - 11.2.21. BB. Social Work Minor
- 11.3. Motion to approve the bundle (11.2.1 – 11.2.21) by D. Myers, seconded by E. Larson. Approved unanimously.
- 11.4. Unbundled items were discussed and voted on:
  - 11.4.1. Actuarial Science Certificate (item F on original agenda)
    - 11.4.1.1. P. Blau stated that this warehousing was approved by his department (Mathematical Sciences).  
This certificate has never had an enrolled student since inception. It was created back in the “stackable credential era.”

M. Woodward moves to approve the motion to warehouse. Seconded by D. Myers. Approved unanimously.

11.4.2. Drawing Minor (item M on original agenda)

11.4.2.1. B. LeCouffe explained that most of these individual minors that are being warehoused by Fine, Digital, and Performing Arts today are no longer needed as they have a minor in fine arts that serves as a replacement for them.

M. Woodward moves to approve the motion to warehouse. Seconded by T. Piontek. Approved unanimously.

11.4.3. HIST2103 (Item Q on original agenda)

11.4.3.1. E. Larson stated that this course warehousing proposal should go to GEAC to be reviewed as per its committee charge and UFS bylaws.

J. Reneau moves that this course be sent back to GEAC. Seconded by T. Piontek. Vote count is fifteen (15) for, zero (0) against, one (1) abstention (T. Bunting).

Motion to return proposal to GEAC is approved.

11.4.4. Industrial Management, BS (Item T on original agenda)

11.4.4.1. Discussion between S. Clausing and interim dean A. Miller ascertained that there have been zero (0) graduates from the BS program since its creation.

Discussion between UFS senators and President Braun & Interim provost Inman took place querying the size of the programmatic cuts that SSU is making.

Administration stated that we have too many programs and that we lack focus by trying to maintain them all. A. Napper queried whether there was some benefit into maintaining a diverse portfolio in terms of student attractiveness. Much discussion was had concerning the need to perhaps advertise and push minors through advising, whether minors that had courses that were no longer being offered should have been warehoused a long time ago, and how we compared to our peer group

in terms of program size.

M. Woodward moves to approve the motion to warehouse. Seconded by J. Reneau. Approved unanimously.

11.4.5. Minor in Fitness Management (Item U on original agenda)

11.4.5.1. No discussion.

M. Woodward moves to approve the motion to warehouse. Seconded by J. Scott. Approved unanimously.

11.4.6. Minor in Sports Management (Item V on original agenda)

11.4.6.1. No discussion.

M. Woodward moves to approve the motion to warehouse. Seconded by D. Myers. Approved unanimously.

11.4.7. Painting Minor (Item W on original agenda)

11.4.7.1. No discussion.

P. Blau moves to approve the motion to warehouse. Seconded by E. Larson. Approved unanimously.

11.5. E. Larson stated that Section I.6 “Affirmation of the right of free association” of the UFS constitution was now applicable given the passage of SB1.

“In the event that any existing Collective Bargaining Agreement is deemed to be invalid by an appropriate legal authority with jurisdiction to so rule, the UFS shall immediately create a committee whose purpose shall be to recommend to the UFS the best way to defend the status and dignity of the faculty of Shawnee State University.”

Although SB1 does not make the CBA invalid, the newly proposed constitution and bylaws has altered this section to read “In the event that any existing Collective Bargaining Agreement is deemed to be invalid or compromised by an appropriate legal authority with jurisdiction to so rule,” and so E. Larson moved that a UFS committee shall be formed “with representation from all colleges whose purpose shall be to recommend to the UFS the best way to defend the status and dignity of the faculty of Shawnee State University.”

D. Myers seconded this motion. Approved unanimously.

M. Woodward appointed E. Larson to chair this committee. There will be a call for college representation.

## **12. Adjournment**

Motion to adjourn moved by J. Reneau, seconded by D. Myers. Approved unanimously.



# Appendix A: Treasurer's Report

## SSU Budget Manager Report

Division / College / Grouping	Unit ID & Description	Project Description	Fiscal Year
All	10042-University Faculty Senate	All	2025

Summary Table (All Units)

Fund	Fund	Unit #	Project	Proj. Desc.	Unit	Budget	Actual	Pending	Remaining Non-Comp
1010	General	10042	10000	General Project Code	University Faculty Senate	\$300	\$275		\$25
<b>Total</b>						<b>\$300</b>	<b>\$275</b>		<b>\$25</b>

Detail Table - 10042-University Faculty Senate

Object1	Total Budget	Total Actual	Pending	Unexpended Budget	Remaining Non-Comp
Expense Parent	\$300	\$275		\$25	\$25
Non Compensation Parent	\$300	\$275		\$25	\$25
Miscellaneous Parent	\$300	\$275		\$25	\$25
Miscellaneous Expense	\$300	\$275		\$25	\$25
66199	\$300	\$275		\$25	\$25
<b>Total</b>	<b>\$300</b>	<b>\$275</b>		<b>\$25</b>	<b>\$25</b>

# Appendix B: Summary of Proposed Changes to the UFS Constitution and Bylaws (Spring 2025)

## Proposed Constitutional Changes

- Replaced “Ohio Board of Regents” with “Ohio Department of Higher Education” in a few places. (Section I.2, I.3, etc.)
- In case of all/part of the CBA being found invalid, the UFS will form a committee with representation from all colleges (previous composition was unspecified). (Section I.6)
- The provost does not have to approve in Curriculog motions of displeasure/censure/no-confidence—however this must be communicated to the UFS president and will be documented in Curriculog. (Section II.1.3)
- Changed language (his or her → their) (Multiple sections)
- If the University president, provost, or designee asks the faculty to develop a position statement or policy, the UFS president may form an ad-hoc committee to review the request and make a recommendation to UFS. (Section II.2.3)
- The UFS president should attend all Board of Trustee meetings (Exec/Finance/Academic/Full) (Section II.3.2.A)
- UFS Membership can include Clinical Faculty, and clarifies the language regarding ineligibility of administrative chairs and school directions. (Section III.1)
- Clarifies in a more concise fashion who may attend UFS meetings. (Section III.2)
- In addition to the President, VP, Secretary, and Treasurer—the other three members of the UFS executive committee are the at large senators from each college. The Graduate Council Chair is no longer part of the exec committee. (Section III.3)
- Asserts that the UFS president is to represent the UFS at Board of Trustees meetings (Section II.3.1)
- Clarifies the release time given to certain roles in terms of workload hours, in place of credit hours. (Section III – multiple places)
- Expands the at-large senator position to include all three colleges. (Section III.3.5)
- Simplifies the election of the at-large senators to a majority vote from each college. (Section IV.2)
- Replaces the term “department” with “department/school” (multiple sections)
- Clarifies the meeting requirements of the UFS to at least three (3) per semester. (Section VI.1)
- Recommends that standing UFS subcommittees provide a summary of their committee’s actions to the UFS meeting. (Section VII.3)
- Adds language to define the voting period time and subsequent announcement of the result by which constitutional amendment ratifications are carried out by the Election Committee. (Section IX.3)

## Proposed Bylaws Changes

- Non-departmental directors no longer receive an annual performance review from UFS (Section 3)
- Release time for Graduate Council chair has been moved from the constitution to the bylaws. (Section 4, GC)
- Incorporated the current GEP director release time into the bylaws (section 4, GEAC)
- Cleaned up language in the Distance Learning Committee section. Inserted hyflex language, in addition to current online and hybrid formats. Allows for one-time exception by DLC director before receiving full DLC approval, however UFS presidential notification is required. Some other minor changes (Risepoint, CBA dates, etc.) (Section 4, DLC)
- Teaching and Learning Committee now solicits nominations for annual awards, rather than RSAC (Research and Scholarly Affairs Committee). This is an adjustment to bring us in line with current actual practice. (Section 4, TLC)
- Celebration of Scholarship Committee (COSC) is no longer a sub-committee of RSAC. Chair of COSC receives a three workload hour release in spring, formalizing our current practice. (Section 4, COSC)
- Assessment and Accreditation Committee (AAC) is chaired by “Director of Assessment” rather than “Director of Assessment and Accreditation.” Accreditation is now handled by the Office of the Associate provost. (Section 4, AAC)
- Distinguished Lecture Series Committee (DLSC) shall report its list of preliminary speakers and dates to the UFS by the last UFS meeting of the academic year. (Section 4, DLSC)
- Academic Resource Management Committee (ARMC) shall meet on the 3rd Wednesday of the month. This aligns the committee meeting times with the recommended times within the CBA and provides a regularity typical of almost all UFS committees (Mon/Wed 4pm). (Section 4, ARMC)
- Updated reference from “Committee Structure Agreement” to “Shared Governance Committee Operating Procedures” document (name was changed several years ago). (Section 7, Shared Governance Committees)
- Included four (4) appendices to make it easier to find the current UFS policies:
  - (A) Shared Governance Committee Operating Procedures
  - (B) Academic Program Performance Metrics
  - (C) Program Closure Process
  - (D) Glossary of Academic Terms
- These appendices are not part of the Constitution/Bylaw document, instead they provide an easier way to refer to policies without having to search Curriculog.

Minor typographical errors have also been corrected, and some revised language has been incorporated when the committee felt the need to clarify current/past practice.