Kent State Stark Faculty Council Minutes

January 15, 2016

I. Chair Earley called the meeting to order at 2:00 PM.

II. Secretary Moneysmith called the roll and determined a quorum was present.

Attendance by Constituency:
I: Sebastian Birch, Leslie Heaphy, Lindsay Starkey.

Ex-officio: Assistant Dean Bathi Kasturiarachi, Interim Dean Denise Seachrist.

Absent: Brad Shepherd, Relja Vulanovic.

Guests: Rob Kairis, Gwendolyn Purifoye, Faith Scheaffer-Polen.

III. Approval of Agenda

Motion to approve: Councilor Warren.
Second: Councilor Tobias.
The agenda was unanimously approved.

IV. Approval of Minutes of the November 20, 2015 Meeting

Motion to approve: Councilor Heaphy.
Second: Councilor Mukherjee.
The minutes were unanimously approved.

V. Chair’s Report

A. RCFAC. Chair Earley explained that RCFAC has not met since our last Faculty Council meeting. However, he shared that the Trumbull Faculty Council has passed resolutions that “re-affirm the rejection of joint-administrative (dean) positions for the administration of the Trumbull campus in combination with one or more RCs,” “rejekts the Provost's report on the work of the One University Commission,” and “rejekts the Provost's initiative to offer the first two years of a four-year degree as 'in-class/on-campus' RC courses with ‘upper-division’ courses to be taught DL from Kent.” The Ashtabula Faculty Council passed a resolution that “supports the SPIRIT of the Trumbull faculty’s resolutions.”
B. **Provost’s Advisory Council—December 11th Meeting.** Provost Diacon reported that very preliminary discussions have occurred to discuss the possibility of increasing the time allowed to obtain tenure in at least some disciplines. Nothing has been decided about this, and any proposal to do this would go through Faculty Senate (and several other bodies).

C. **Spring Faculty Meeting.** Our all-faculty meeting for the spring semester will be held on Friday, March 4 at 2:00pm in the Science and Nursing Building, Room 101.

VI. Dean’s Report

A. **Extending the Tenure Clock.** Arts and Sciences Dean Jim Blank brought the idea of extending the tenure clock to a combined meeting of the Kent deans and the Regional Campus deans. The dean of Public Health, who was at the meeting, supported this idea. Faculty in the College of Public Health are leaving or converting to FTNTT positions because there is not enough time to get the grants they need to earn tenure. It can take as much as 9-10 years. The College of the Arts is opposed to the idea. One possibility would be to give faculty the option of choosing the extended time at the point of hire. They would not be able to change later. Data is still needed about the average time for getting a grant. Dr. Seachrist stressed that these discussions are in the preliminary stages.

B. **1UC.** President Warren would like students at all campuses to have a common experience in student government. At Stark we have over 100 students involved in leadership programs. We have two different tracks for career and professional development, with a concluding event at the Conference Center. We have also partnered with Stark State. Our program will be the model for other campuses. Our own Ashley Brightbill will be the point person for this program, not only for other regional campuses, but also for the Kent campus. The existing charter for student government is very Kent-centric with funding models available only for Kent students. They are now realizing that these things aren’t in the spirit of the 1UC. We will try to figure out how things should work without the financial piece; then we’ll figure out the funding. Also, if there is something going on at one campus and other students really want to be involved, we should find a way. It is possible that we will have a culminating event for students on all campuses.

C. **Flash Pantry.** $800 was donated from faculty and staff from the holiday dinner. Fisher Foods stocked the pantry initially. Now they’ve come back with more supplies. So far there have been 35 visits to the pantry by students in the age range of 18 to 25, all residents of Stark County. Freshmen and seniors have taken advantage of it the most. Students donated over $200. Baby supplies and personal items were donated by Fishers. Those have been the most popular items.

D. **3-D Printer.** A 3-D printer is now in the library. We are in the process of figuring out policies and procedures for using it. Councilor Blundell asked if the campus might also obtain a color printer for faculty use. Chair Earley indicated that the Faculty Technology Committee is actually looking into that issue.

E. **Enrollment and Persistence.** According to the latest report we received last Monday, we are up 38 students from this time last year. Enrollment is down on all campuses except ours and the Ashtabula campus. Our persistence rate has remained steady.

F. **Renovations.** The Fine Arts renovations are moving forward. They are ambitious. We need to go to the Board of Trustees but probably will not be ready by their March meeting as we had hoped. We also need to present a proposal to the Stark Foundation Board, but
they meet only in April. We should be able to make that, and then we could potentially already have some funding before we go to the Board of Trustees. Architects have been reviewed with faculty input. All affected departments have submitted lists of needs.

Conference Center renovation has been delayed a bit but is still within budget and moving forward. SBC has moved into the central core in Main Hall. External Affairs will move into the Conference Center. All deferred maintenance such as painting and carpeting will be done. Some work will be done this summer, such as HVAC and the roof.

G. Downtown Presence and Kopperhead Studios. Dr. Seachrist indicated that although we want to have a presence in downtown Canton in some fashion, we will not be purchasing physical space at this time. We need programming first and then have that drive the space.

We also will not be purchasing Kopperhead studios at this time. Our rental agreement is still in place.

VII. Assistant Dean’s Report

A. Classes and Staffing. Everything is in place for classes to start on Tuesday. Dr. Kasturiarachi would like to thank the faculty he contacted late Sunday who agreed to have the waitlist for their course cleared.

The summer schedule will be open at the end of the month. We will begin working on the fall schedule soon.

B. Two New Hires. Two new hires, Sarah Schmidt, Outreach Program Coordinator for Global Education Initiatives, and Kathy Kinzer-Downs, Outreach Coordinator for Multicultural Initiatives, are now in place. Both report to the Dean’s office. We want to increase our focus on global studies. We hope to increase the number of Chinese students to about 20 in the fall, and we are trying to increase our partnerships in China. We also have some contacts in Dubai. In addition, we will be trying to get students from other countries to come to our campus. These new initiatives also provide opportunities for faculty to go to another country to teach for short periods of time.

C. College Credit Plus. Our efforts with College Credit Plus will continue and, we hope, expand. We recently have received grants that will aid this program. Dr. Kasturiarachi expressed thanks to the faculty who have agreed to teach in these programs.

D. Re-Purposing Space. The former geology lab on the third floor of Main Hall will be converted to a computer science and computer technology lab. It can be used for a regular classroom if those two departments don’t need it at any particular time. If a grant comes through, they will have their own network, which is especially important if they are doing cyber security. Adeel Bhutta and Angela Guercio have evaluated the space. Theresa Ford has been instrumental in writing the grant.

Several questions were posed about space needs. Councilor Taylor asked if there were plans for a GIS lab for geography and geology students. He and Chris Post would be interested in this opportunity. Dr. Kasturiarachi indicated that this possibility has not been brought up. He and Dr. Seachrist have talked to Jay Sloan about space for the Writing Center, a need which was brought up in a prior Faculty Council meeting. They are still investigating the possibilities for this space. Councilor Warren asked if there were plans
to improve the ASL lab in the Fine Arts Building, as concerns had been brought up during our search last year. Dr. Kasturiarachi indicated that the planned Fine Arts renovation will not address that problem, but it is on their radar. Councilor Lloyd asked who he should speak to about classrooms in Fine Arts. They are not ventilated well, and some of them are so cold that students wear coats during class. Dr. Seachrist said that concerns could be brought to her; now is the time, since they are studying space needs.

E. **Farewell to Denise Evans.** Today is the last day for Denise Evans, secretary in the Fine Arts Building. Dr. Kasturiarachi thanked her for her years of dedicated, excellent service. She will be moving to a Kent job with a promotion. Council members joined him in their praise of Denise’s many contributions to the campus.

F. **Hiring of Secretaries.** The position vacated by Denise Evans is being advertised, and we hope to fill the position within a few weeks. Dr. Kasturiarachi will talk to the faculty to get feedback. The process for hiring the evening shift secretary in Main Hall is almost complete, so Barb Elsass will be getting some help soon. This will be a temporary position for four months.

VIII. Committee Reports

A. **PAAC.** Councilor Warren reported that the committee continues to review travel requests quickly, with seven additional requests since she reported at last month’s Council meeting. The next big task the committee will face is making recommendations on load lifts.

B. **Committee II.** No report, as the committee currently does not have a charge.

C. **Colloquium Committee.** Councilor Starkey reminded Council that three colloquiums will be given this semester. On Friday, February 19, the nursing faculty will speak about heart health. On Friday, March 18, some of those involved with the Bicentennial Project will be presenting. Finally, on Friday, April 15, Eric Taylor and Andrea Myers will be presenting. All colloquiums will begin at 5:00pm.

D. **Treasurer/Social Committee.** Councilor Heaphy indicated that it is still possible to contribute to the faculty fund. Although $30 is the suggested contribution, any amount is appreciated. So far few people have paid for coffee for the upcoming semester. It would be helpful if people would pay soon so that we don’t run out of supplies. This semester, snack days will continue. January 25 will be snack day in the Science and Nursing building. The February snack day will be in Fine Arts, and in March it will be in Main Hall.

E. **Handbook Committee.** No report. The committee does not yet have a charge.

F. **Technology Committee.** No report.

IX. Old Business

None
X. New Business

A. Faith Sheaffer-Polen: Discussion of the Corporate University. Faith Sheaffer-Polen indicated that she wanted to take a few minutes to update Faculty Council on the Corporate University’s projects. The Corporate University works with area employers on employment needs. Sometimes they get requests from employers about projects that students might want to complete for credit; she asked for ideas on how she might best get this information to faculty. In addition, Business students can now take a series of professional development sessions from the Corporate University. The Corporate University has had some conversations with Dr. Kasturiarach about the possibility of having a conference-type program for student professional development: you have a job, now what do you do? Finally, she reminded councilors of the Corporate University’s surveying services.

B. Discussion of Faculty Secretary Responsibilities. Chair Earley opened the discussion by indicating that sometimes the faculty secretaries are asked to complete tasks that are beyond their job description. Councilor Lloyd provided additional information, indicating that there is genuine confusion among faculty about what secretaries should and should not be doing. Some faculty probably ask secretaries to do too much, and some too little. Secretaries often feel uncomfortable telling faculty “no,” which can lead to additional confusion and discomfort. He believes that secretarial duties should be made clear to faculty, and new faculty should be given this information as soon as their offices have been assigned (since secretaries in different buildings may have different responsibilities).

In addition, Councilor Lloyd indicated that due to shared governance, faculty should have input into who is hired, the pay grade, and the responsibilities of the faculty secretaries. Faculty do not have a good understanding of the role of staff positions. Secretaries are typically not able to advance here, and they get no kind of merit pay. Dr. Seachrist interjected that she does believe that for some staff positions, there is not as much opportunity for advancement here as there is at the Kent campus. We need to figure out what we need the person to do, and then we can figure out the job title. That is especially true with faculty secretaries because faculty in different disciplines have different needs.

Dr. Kasturiarach explained that if secretaries are not certain if they are supposed to do something that a faculty member has requested, the proper procedure is for them to ask him, as he is their supervisor. He needs to be kept apprised of the situation to ensure that everything is running smoothly and there is no confusion. He is open to faculty input. He has also consulted with Debbie Schneider in the Dean’s office, and she will come talk to the Fine Arts faculty. He reiterated that the secretaries complete different tasks in different buildings. He also reminded councilors that in addition to support from secretaries, some programs receive administrative support from faculty members who receive load for assuming those responsibilities.

Some councilors wondered if this topic could be discussed at the March 4 all-faculty meeting. Chair Earley indicated that Cabinet would consider that possibility.

XI. Announcements

A. As the campus AURCO representative, Councilor Taylor announced that the conference date is April 16, at the Kent Trumbull campus. February 1 is the deadline for proposal submissions. All faculty from regional campuses are eligible to present work, and students can present posters. More information can be obtained from www.aurco.org.
B. Councilor Heaphy announced that the link for students to submit proposals for this year’s Student Conference is up and working: http://www.kent.edu/stark/student-conference. Please encourage students to submit by the deadline of Monday, March 28. The conference will be held on April 28 and 29th. Emails will be forthcoming asking for volunteers to moderate sessions.

XII. Adjournment

Chair Earley adjourned the meeting at 3:47 PM.