Kent State Stark Faculty Council Minutes

September 16, 2016

I. Chair Warren 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: Kim Garchar, Thomas Norton-Smith, Lindsay Starkey.

   Ex-officio: Assistant Dean Bathi Kasturiarachi.

   Absent: Dean Denise Seachrist, Eric Taylor.

   Guests: Jacqueline DeGarmo, Marc Schneider, Alan Chu, Patrick Dillon, Allyson Drinkard, Leslie Heaphy, Rob Kairis, Gwendolyn Purifoye, Paul Sommer.

III. Approval of Agenda

   Motion to approve: Councilor Shelestak
   Second: Councilor Garchar
   The agenda was unanimously approved.

IV. Approval of Minutes

   Approval of the Minutes from the May 6, 2016 meeting.

   Motion to approve: Councilor Norton-Smith
   Second: Councilor Lehnert
   The minutes were unanimously approved.

V. Chair’s Report

   A. Welcome and Thanks. Chair Warren began by welcoming everyone to a new academic year and thanking everyone for serving, with a special thank you to Beth Campbell, our newest member, for her willingness to stand for special election. This summer was a flurry of activity in an attempt to get everything set for this AY (i.e. meeting schedules, workshop plans). She would like to give a huge thank you to Jayne Moneysmith. She has been invaluable in helping her make sure she didn’t forget anything in preparation for this year. She also wants to thank Rae Ann Franks, Debbie Schneider, and Shanna Kuikahi for their
assistance in scheduling, communication with the conference center, and other arrangements. She wants to thank Stephen Neaderhiser for his ideas to improve the faculty web page and his willingness to accompany her and Jayne to a meeting with Julie Spotts. She also thanked Julie for working with us on the faculty page, special election, and committee form. Finally, she wants to thank Emily Ribnik for her assistance in bringing programming to the faculty workshop. She knows she has most likely omitted some folks, so just a thank you to everyone as we begin this new year.

B. RTP Timeline. Next Friday (September 23), the RTP committee will meet to discuss RTP files. We have 18 faculty members standing for various levels of reappointment, tenure and promotion. She thanks the committee in advance for the enormous undertaking that is RTP. Her letters are due Monday, October 3.

C. RCFAC. RCFAC met on Friday September 9. Nate Ritchey (VP for Kent State System Integration; Interim Dean, Regional College) was present and spoke at length with us about his adjustment to his role here at Kent State University. He discussed several issues—the “North, South, Stark” Dean structure, regional campus health, and regional campus goals.

In terms of the regional campus dean structure, Dr. Ritchey said he has tapped Sue Stocker to assist him in determining exactly what a regional campus does, what they should do, and whether we actually want to share that resource. He further said that cost is a real issue. He stated that his purpose was two-fold: to make sure campuses are sustainable, and to reverse the downturn in enrollment on some of the regionals. In the latter regard, Dr. Ritchey emphasized retention, and suggested a “divide and conquer” type of strategy among disciplines and programs.

Finally, Dr. Ritchey emphasized that he knows that each of the regional campuses is different, and that he wants to them be different—to have different goals—but he also emphasized that he wants them to have clear goals. He wants each campus to ask: “Where are we going, where are we headed?” That is where the strategic plans come in. That seems to be the impetus for his request to get a written plan to him by the end of the month, as we will discuss later in this meeting.

Chair Warren wants to remind everyone that Dr. Ritchey will be at the Faculty Senate Fall Retreat, and that they have asked RCFAC to bring questions from regional faculty. She asked Cabinet members to email their constituencies and solicit questions, concerns, or issues that he might address at that retreat.

After the report, Councilor Norton-Smith asked who is chairing RCFAC this year. Chair Warren indicated that Sarah Smiley from the Salem campus is chair.

Councilor Blundell indicated that he wanted to thank our colleague Chrissy Kauth for her willingness to serve in the recent special election for the vacant seat in Constituency VI.

VI. Dean’s Report
Dean Seachrist needed to attend another meeting today. In her absence, Assistant Dean Kasturiarachi delivered her report.
A. **Enrollment.** Dean Seachrist is very pleased to report that we did meet our enrollment target of 5000 students. This is a record for the campus and an accomplishment for which we all can be very proud. She is so appreciative of the hard work and dedication of so many members of the faculty, staff, and administrative team. Many have worked tirelessly to ensure we are meeting the needs of these students and their families. The final concurrent headcount was 5015, which is a 5.4% increase from last fall. She has received positive comments of congratulations from both President Warren and Provost Diacon. The campus has been publicly recognized for this achievement, the increase in our College Credit Plus students, and the 27 Chinese students who are with us this fall. Dean Seachrist thanked councilors for the important roles they play in the success of this very special place, and asked them to be sure to extend congratulations to the hardworking and dedicated members of the Student Services team.

B. **My Brother's Keeper.** This past Monday, Dean Seachrist was invited to attend a meeting at McKinley High School where Senator Sherrod Brown announced Stark County’s participation in the national My Brother’s Keeper initiative. The program, which President Barack Obama established more than two years ago, challenges local communities to make a commitment to mentoring young men of color to help them graduate from high school, earn the degree or skills they need to get a job, and join the middle class. As a My Brother's Keeper community, Stark County is expected to help all young people meet six goals: (1) be ready to start school; (2) read at grade level by third grade; (3) graduate from high school ready for college or a job; (4) finish whatever training is necessary to be successful in a job; (5) find employment; and (6) stay safe from violent crime. She is certain there will be follow-up meetings with school and government leaders in Canton, Massillon, and Alliance, and she knows there will be opportunities for faculty involvement with this initiative.

C. **Governor's Taskforce on Affordability and Efficiency.** On Friday, September 9, Dean Seachrist attended a day-long meeting at OSU Marion of the Regional Campus Deans and Community College Presidents of Ohio’s 7 co-located campuses. The purpose of the meeting was to discuss a coordinated response to legislative initiatives emerging from the Governor’s Taskforce on Affordability and Efficiency. The consensus is that sharing best practices in shared services areas is something all of us are comfortable with discussing. However, there are some legislators who strongly believe in what is being termed “shared governance.” This is not the shared governance that immediately comes to our minds. What these individuals mean by this term is that one governing board should oversee the administrative and/or financial roles and responsibilities at each co-located site. The deans and presidents are adamantly opposed to this notion, and we are working on a shared position and strategy to ensure that the distinctive missions of our institutions are preserved.

D. **Next Generation Broadband Initiative.** Dean Seachrist noted that later in today's meeting we will hear a presentation by Jacqueline DeGarmo and Marc Schneider, co-chairs of Stark County Area Broadband Task Team. Jackie is a member of our campus advisory board, and she is President/Founder of Hillard Jeane LLC. Marc is Director of Innovation and Intellectual Property at Aultman Center for Advanced Medicine. This past May, the team contracted with Magellan Advisors to provide a Broadband Feasibility Study for Stark County. On October 12th, our campus will host and sponsor the team’s public report to the community in our Conference Center. At our fall faculty workshop, she mentioned that she was very moved to learn of a community that put Wi-Fi in the school
busses and parked the busses overnight in the more improvised areas of the community, so the school children and their families had access to high speed broadband. In Stark County, Tena Wilson, Stark County Public Library Director, leaves the Wi-Fi on at the library so local school children can access the internet with their school-provided Chromebooks after hours.

Dean Seachrist believes that as the public university of Stark County, we can play a vital role in this initiative. She shares the Task Team’s belief that “affordable internet at globally competitive speed is critical to area education and economic development.” She is hoping that after hearing the presentation today, Councilors will be able to brainstorm with colleagues and explore opportunities for service, research, internships, and general integration of the initiative into select campus programming.

VII. Assistant Dean’s Report

A. Recent Class Cancellation. On September 13, we had to cancel classes and close buildings due to a power outage in the Fine Arts building and the Campus Center. Assistant Dean Kasturiarachi apologizes for the cancellation, but it looks like things are back to normal. Thanks to everyone for their cooperation.

B. Enrollment. Assistant Dean Kasturiarachi expressed his sincere thanks for the work that led to our record enrollment of over 5,000 students. This success is the result of a careful campus-wide plan and exceptional teamwork, especially all those in Student Services. He also wants to especially thank Barb Elsass, Rae Ann Franks, and Shanna Kuikahi. An appreciation event for all staff is in the planning stages, and we will be hearing more about that later in this meeting. Retention must complement strong enrollment, and we will be discussing best practices for retention in the coming days; faculty of course play a key role. Academic Affairs will continue to do its part and will continue to support initiatives that can give students a unique experience such as participating in student research.

C. College Credit Plus. We are off to a strong start this year with good enrollment. Our challenge now will be to expand with care while maintaining quality.

D. Global Initiatives. Sarah Schmidt worked tirelessly to get our Chinese students settled and accustomed to the campus, and many faculty members have helped as well, even picking them up at the airport. Special thanks goes to Rob Sturr for helping with the ESL curriculum. We are also actively working on opportunities for faculty-led study abroad programs. Some new opportunities may be available, such as mechanisms for having airfare covered. We have had 123 students study abroad over the last three semesters, which is a wonderful increase, but we hope to do even better.

E. Multicultural Initiatives. This promises to be an active year for the multicultural office as well. Thanks to Kathy Kinzer-Downs for her leadership.

F. Faculty Searches. We currently have one active search for a position in computer science. We are likely to have additional searches, but we anticipate that this will be a rather light hiring year compared to last year.

G. Departmental Meetings. Assistant Dean Kasturiarachi will be asking each department to meet with him to determine everyone’s needs.
H. **New Programs.** Some new programs are under development; information will be forthcoming.

I. **Social Justice Committee.** A new social justice committee was recently developed. Its goal is to combine efforts and support existing events on campus. Some faculty may be called on to join this group.

J. **Instructional Needs.** Support for new instructional needs will continue as they arise. For example, the multimedia lab that has been discussed earlier will be approved. It can be used to record lectures and will enhance our efforts in online courses.

K. **Fine Arts Expansion and Renovation.** Everything is moving along, and we expect to break ground in Spring 2017.

VIII. Committee Reports

A. **PAAC.** Councilor Warren gave her last report on behalf of PAAC. Since the last Faculty Council meeting, PAAC recommended funding on 19 requests. There are 9 that are pending.

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

C. **Colloquium Committee.** No report.

D. **Treasurer/Social Committee.** Councilor Sato explained it was suggested in the July 2016 Faculty Cabinet meeting that the Faculty Council Treasurer open a bank account for the safekeeping of the faculty petty cash fund. The account would also allow faculty to contribute via PayPal. It was also determined that we should not open an account unless Faculty Council voted in favor of one. Normally, letters go out in August asking faculty and staff for contributions to the Coffee Fund and asking faculty for contributions to the Faculty Fund. She postponed sending the letter in case the Faculty Council voted in favor of a bank account so that people can contribute via PayPal if they choose. She also indicated that Councilor Blundell had offered helpful advice about setting up the account.

Councilor Sato then gave an overview of the expenditures and balances for both the Coffee Fund and the Faculty Fund.

In addition, Tim Montgomery has donated a Keurig coffee maker to the Main Hall Faculty Commons. Anyone may use it. He has bought some Keurig cups, which people can use for 75 cents each. (They can leave the money in red cup next to the machine.) People can also bring their own K-cups.

Councilor Garchar moved that we ask Councilor Sato, with the assistance of Councilor Blundell, to open a bank account for faculty funds. Discussion ensued about the pros and cons of having a bank account, who would be signatories on the account, and how PayPal would work. Councilor Hollenbaugh offered assistance, as she has gone through a similar process as Executive Director for a state professional organization. Some Councilors thought that the ability to contribute to the faculty fund through PayPal may increase contributions. With a vote of 16 Yes, 1 No, the motion passed.
Councilor Shelestak inquired about the results of the survey that Councilor Sato sent out earlier, and she indicated that World Market coffee was the type of coffee most preferred.

Finally, Councilor Sato gave an update on the raffle for the Faculty Council Chair’s parking space. Half of the proceeds will go to Flash’s Food Pantry, and half for emergency funds through Interfaith Campus Ministry. A drawing will be held each month.

E. **Handbook Committee.** No report, as the committee does not yet have a charge.

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

IX. Old Business

A. **Ad hoc Space Committee Recommendations.** Chair Warren noted that at the April 15, 2016 meeting we voted to form an *ad hoc* Space Committee for one year and then re-assess whether the committee should continue, but we did not decide how many members the committee should have or how membership should be determined. Councilor Engelhardt, who chaired the committee last year, indicated that he was willing to serve on the committee but preferred not to chair it again this year. It was determined that Chair Warren will email faculty to ask for volunteers and bring the names to the October meeting.

B. **Ad hoc Committee on Compensation of Faculty Supervising Undergraduate Research/Individual Investigations.** Chair Warren read excerpts from the May 6, 2016 meeting to put today’s discussion into context. At that meeting, Councilor Lehnert indicated that he and some of his colleagues spend extensive time working with students on research but receive no compensation. Most of his students pursue research through Individual Investigations, which are not counted as part of faculty workload (except during the summer). At that time Chair Earley recommended that at today’s meeting we either create an *ad hoc* committee to look into compensation or refer the matter to Committee II. An *ad hoc* committee seems preferable because Committee II will be quite busy this year. Councilor Garchar moved that we create an *ad hoc* committee that investigates the compensation issue for faculty supervising undergraduate research and individual investigations. Councilor Moneysmith seconded.

Assistant Dean Bathi Kasturiarachi reminded Councilors that some of the committee’s work will be done in conjunction with him, as many issues need to be analyzed to ensure equitable compensation across disciplines. There was no additional discussion, and the motion passed unanimously.

X. New Business

A. **Presentation by the Stark County Area Broadband Task Team.** Jacqueline DeGarmo and Marc Schneider introduced themselves as co-chairs of the Stark County Area Broadband Team. They explained that they are a grass roots initiative in Stark County that believes that all residents need reliable internet access. Our future depends on us having competitive global internet speeds at competitive costs. Young people are leaving the area to pursue employment opportunities that are not available in Stark County. DeGarmo
and Schneider explained in detail the success of other communities with similar initiatives, why competitive internet access is vital to our economic success and quality of life, and the importance of the support of the Stark Campus as the public university of Stark County.

At the end of the presentation, they asked us to consider devoting our time and resources to the project. Dr. Purifoye noted that it is important to have planning to ensure that inequalities are not inadvertently reproduced, and several councilors asked clarifying questions. Councilor Garchar asked how they were thinking that faculty can be involved, and DeGarmo and Schneider indicated that they welcome all of our creative ideas. They encouraged us to attend the October 12th meeting hosted by our Conference Center at which their team will give its public report to the community.

B. Discussion of a Staff Appreciation Day. Chair Warren began the discussion of a faculty-sponsored Staff Appreciation Day, which Assistant Dean Kasturiarachi alluded to in his report. After Councilors discussed possible ways to organize the event, Councilor Garchar moved that the Social Committee organize a Staff Appreciation Day, with faculty bringing contributions of food as determined by the committee. Councilor Mukherjee seconded the motion. The motion was unanimously approved.

C. Discussion of Alternatives to our Current Campus RTP Review Procedures. Councilor Garchar introduced this issue. Our RTP committee reviews more files than any other committee, and the feeling has been voiced in the past that this workload prevents some tenured faculty from volunteering to serve on Faculty Council. Recently two faculty members asked us to look into the issue. Perhaps an ad hoc committee could be formed to investigate how the committee could be restructured.

Councilor Norton-Smith explained that the Tenure Track Collective Bargaining Agreement governs the composition of the committee and how the process is carried out. He chaired the committee that wrote that language and cautioned Council that to depart from these guidelines would be inviting a grievance. Getting these guidelines changed would be a long process.

In response to the concern that the current process keeps some people from volunteering, some Councilors indicated that they found reading portfolios from a variety of disciplines was a positive experience. Others felt that candidates deserved committee members who were willing to put in the time it takes to give them a careful evaluation. After additional discussion, Council concluded that the CBA seems quite clear, and that a change cannot be made at this time.

Councilor Moneysmith noted that the faculty who brought up the issue did so with positive intent and that they deserve a response that clearly explains why Faculty Council is not taking action on this issue. Councilor Norton-Smith volunteered to craft such a response, which he said he would send to Chair Warren to be dispersed to the entire faculty on behalf of Faculty Council.

D. Approval of the Current Stark Campus Strategy Map. Chair Warren explained that Dr. Ritchey, Vice President for Kent State System Integration, asked us to submit a copy of the current Stark Campus Strategy Map that was re-worked to align with President Warren’s five strategic priorities. His deadline is September 30. First, though, Council
needs to approve the current strategy map, copies of which were distributed prior to the meeting. Councilor Moneysmith moved to accept the Stark Campus Strategy Map in its current form; Councilor Starkey seconded. The motion was approved unanimously.

E. Approval of Committee Assignments. Councilor Warren called Council’s attention to the committee assignments proposed by Cabinet (noted in a document she distributed). She explained that Cabinet had taken into account each faculty member’s preferences while still maintaining balance among constituencies. Councilor Norton-Smith moved to approve membership of the Faculty Council committees plus the ad hoc Committee on Compensation for Faculty Supervising Undergraduate Research and Individual Investigations. Councilor Garchar seconded the motion. The motion passed unanimously. Councilor Norton-Smith then moved that Faculty Council recommend to Dean Seachrist that membership of all other committees be accepted, and Councilor Barb seconded the motion. The motion passed unanimously. Councilor Norton-Smith moved that Eric Taylor be appointed AURCO representative by acclamation. Councilor Garchar seconded the motion, which unanimously passed.

F. Charge for Committee II. Based on the discussion related to the Stark Campus Strategy Map, it was determined that Committee II needs to be immediately charged to carry out the re-working of the strategy map for Dr. Ritchey. Councilor Garchar moved to amend the agenda to add an item for charging Committee II, and Councilor McKenney seconded. The motion was unanimously approved.

Chair Warren gave additional background, indicating that after the Committee II finished the realignment, it would be asked to begin work on creating a new Strategy Map.

Councilor Garchar moved that Committee II be charged with reworking the current approved Stark Campus Strategy Map to align with President Warren’s five strategic priorities:

- Strategic Priority 1: Students First
- Strategic Priority 2: A Distinctive Kent State
- Strategic Priority 3: Global Competitiveness
- Strategic Priority 4: Regional Impact
- Strategic Priority 5: Organizational Stewardship

A draft of this revision is due to Dean Seachrist by Monday, September 26, so she can submit it to Dean Ritchey by September 30. After this immediate task has been completed, Committee II shall begin work on creating a new Strategy Map, as the current one will expire in 2017.

Councilor Shelestak seconded the motion, which unanimously passed.

XI. Announcements
There were no announcements.

XII. Adjournment

At 4:26 PM, Chair Warren adjourned the meeting.
### Goal 1: Student Success

1. Offer students a “signature experience”
2. Support student success and retention
3. Strengthen entering freshman class

#### Key Priorities for 2015-2017
- Continue to connect college majors to career opportunities
- Continue to develop a strong internship program
- Continue to support study abroad and study away
- Continue to reduce student debt through financial literacy
- Continue to increase student research options
- Continue to involve high-achieving current students in recruitment
- Increase efforts to create options for all incoming students at all levels of academic readiness
- Increase efforts to implement relevant FYE program
- Increase efforts to craft schedule of classes to meet the needs of students
- Increase efforts to expand student life activities
- Increase efforts to develop initiatives for grants and scholarships for qualified non-traditional students
- Create a Veterans’ lounge

### Goal 2: Academic Excellence

1. Promote academic excellence in student achievement
2. Promote excellence in teaching
3. Promote excellence in faculty research and creative activity
4. Build a vibrant academic community

#### Key Priorities for 2015-2017
- Strengthen career guidance by promoting connection of majors and careers
- Commit to academic honesty
- Support faculty use of innovative strategies, course offerings and interdisciplinary faculty partnerships
- Reaffirm commitment to and respect for diversity in the classroom
- Continue to support faculty research and creative ongoing activity
- Continue to recognize and celebrate outstanding teaching
- Continue to actively recognize faculty scholarly activities
- Foster consultations between faculty, staff and administration for effective, positive decision-making
- Stress importance of diversity in recruitment of all community members
- Promote intellectual diversity in hiring of faculty
- Create a non-hostile and respectful environment in the classroom and workspace

### Goal 3: Image

1. Promote campus as number one choice in Stark County
2. Leverage Kent State University brand
3. Differentiate Kent State University at Stark, its students and faculty from competition
4. Communicate effectively with defined target audiences

#### Key Priorities for 2015-2017
- Emphasize degree programs and how they meet educational needs of region
- Utilize the Conference Center to promote student success
- Create value-added opportunities for students
- Integrate new Kent branding initiative with our individual campus image
- Expand distinguished, professional programming opportunities for students

### Goal 4: Responsiveness to Regional Economic Needs

1. Identify new degree programs to be completed at Kent State Stark
2. Meet regional education needs with credit and non-credit programs
3. Deliver academic courses and programs in a most effective manner

#### Key Priorities for 2015-2017
- Conduct ongoing research to determine economic growth areas in region
- Continue to create interdisciplinary approaches to new degrees
- Establish advisory boards for select programs
- Develop avenues to determine area employers’ needs
- Host student professional development conference
- Identify community partners/stakeholders for select programs as needed
### Goal 5: Educational Partnerships

1. Provide continuing education options on campus for P-12 teachers
2. Develop programs to engage middle and high school parents and students in preparing both academically and financially for college

#### Key Priorities for 2015-2017
- Strengthen K-12 relationships by working with Stark Educational Partnership and Stark County Educational Services Center
- Enhance relationships with area school districts
- Continue academic, articulation and completion agreements with area colleges and universities

### Goal 6: Community and Campus Relations

1. Build and support relationships within wider community
2. Build and support relationships within the campus community

#### Key Priorities for 2015-2017
- Support faculty engagement with schools, businesses and organizations to meet community needs
- Engage local arts and cultural groups to promote reciprocal relationships
- Create and expand courses, certificates and adult programs – including online to engage community
- Create staff mentorship program
- Support staff development
- Devise new ways of welcoming the families of campus citizens to the life of the campus
- Remember and honor past campus contributors, embrace and support present campus citizens and leave a thriving campus community to future students and colleagues

### Goal 7: Regional Economic Development

1. Become known as community asset and place where thought leaders meet
2. Foster relationships to build campus programs relative to market needs
3. Position campus as a strategic economic partner

#### Key Priorities for 2015-2017
- Promote the Conference Center as an avenue for the business and professional community
- Host “Made and Done in Stark County” forum
- Connect Kent State alumni in Stark County to campus
- Showcase Internship & Career Services and alumni at the Conference Center
- Promote The Corporate University
- Create defined linkages with arts community and Arts in Stark and Pro Football Hall of Fame
- Foster entrepreneurial spirit on campus
- Create a presence in downtown Canton

### Goal 8: Securing Our Financial Future

1. Create and encourage the increase of traditional and non-traditional revenue streams
2. Develop cost-reduction strategies and budget efficiencies

#### Key Priorities for 2015-2017
- Continue to increase and expand advancement opportunities
- Maximize enrollment in degrees offered at Kent State Stark
- Develop departmental operating budgets
- Evaluate current processes to identify areas of increased efficiencies

### Goal 9: Sustainability

1. Act in environmentally responsible ways

#### Key Priorities for 2015-2017
- Develop a campus and community education program in sustainability
- Actively engage in community sustainability efforts
- Partner with industry innovators to bring new energy technology to campus
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