Kent State Stark Faculty Council Minutes

October 16, 2015

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

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


**Absent:** Greg Blundell, Scott Tobias.

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

**Guests:** Lisa Hart, Stephen Neaderhiser, Gwendolyn Purifoye, Amanda Weyant.

III. Approval of Agenda

Motion to approve: Councilor Heaphy.
Second: Councilor Lehnert.

Interim Dean Seachrist asked to add an item to the agenda regarding Marty Daniels, an FTNTT faculty member. The agenda was unanimously approved with the addition of this item.

IV. Approval of Minutes of the October 16, 2015 Meeting

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

V. Chair’s Report

A. **RTP.** Reappointment, tenure, and promotion letters have been sent to all applicants for a total of 19 actions. This could not have been accomplished without the efforts of all members of the *ad hoc* RTP committee. Chair Earley indicated that he would like to publicly thank the committee for all of their work. While not always a pleasant task, as many others have said, this is one of the most important things that we do.

As requested by Faculty Council at our September meeting, the RTP committee also discussed and voted on the request to grant emeritus status to Dr. Claudia Khourey-
Bowers. The committee voted unanimously in support of this request. Chair Earley sent a letter of support to Interim Dean Seachrist.

B. **RCFAC Report—October 9th Meeting.** This meeting focused on sharing information. Enrollment on regional campuses has undergone a significant decrease since 2010, while enrollment on the Kent campus has been increasing fairly steadily. Dean Nameth (Interim Associate Provost for KSU System Integration) indicated that this trend is of concern to Kent administration and a variety of cost-saving measures are being considered, including sharing of faculty between campuses and sharing of administration (Regional Campus Deans). Also, 2+2 degree programs, with the first two years on a regional campus and the last two years as DL, are being piloted. Work is underway to modify the rejection letter normally sent to students applying to KSU to suggest that they could be admitted to one of the regional campuses. In addition, there is a statewide interest in looking at low enrollment classes (12 students or less), but it is too early to know what the outcome of this interest might be.

It was also reported that the loss of tenure-track faculty in the Regional College has gotten to the point where it is becoming difficult for them to fill CBA-mandated committees. A total of 22 TT faculty are required to fill 16 different committee slots. It was also reported that loss of TT faculty during the past 8 years as a percentage of all full-time faculty is approximately twice as large on regional campuses as it is on the Kent campus.

C. **Provost’s Advisory Council—October 15th Meeting.** Provost Diacon gave a presentation on the U1C report. This presentation was similar to the presentation that he gave at Stark, and the emphasis on both the importance and different missions of the regional campuses did not change. There was also brief discussion on RCM.

VI. Dean’s Report

A. **President’s Advisory Council Meeting.** Interim Dean Seachrist attended a meeting of the President’s Advisory Council that centered on new branding for the university. Despite some merits of the new ideas, she was struck by the Kent-centric focus of the plans. For example, under the plan newly admitted students will receive a welcome box. Inside the box will be a white squirrel, which the students will be encouraged to decorate with sharpie pens (also in the box) and bring to their residence hall when they arrive on campus. Dr. Seachrist believes that the box should also contain something for regional campus students. Second, the university wishes to create a common view book, in which each regional campus would be given one page. New banners will be created for each regional campus. Their design seems problematic. It is her hope that enough feedback will be received to prompt reconsideration of some of these ideas.

B. **Food Pantry on Campus.** Students from SLAB (Student Leadership and Activities Board) approached Interim Dean Seachrist about creating a food pantry on campus to benefit Kent State Stark’s students, staff, and faculty. The students have crafted a written proposal and will be visiting other food pantries in the area, including the one at the Women’s Resource Center on the Kent Campus. Alex and Jeff Fisher of Fishers Foods agreed to stock the pantry initially and are interested in forming a long-term partnership. The pantry will open next month in the lower level of the Campus Center.

C. **Visitor’s Parking Space.** A concern was brought to Cabinet from a faculty member who saw in the Faculty Council minutes that a discussion had taken place about the visitor’s space in the parking lot right behind Main Hall. Sometimes more than one space is
reserved for visitors, and at other times the spot is not being used. Interim Dean Seachrist explained that the visitor’s parking space needs to stay because it needs to be used even more in the future to facilitate visits from friends of the campus and potential friends of the campus.

D. Capital Improvements. Plans have been made to move Loop Road, and Stark Parks will put a hike and bike trail through the campus when the road has been moved. Plans that show the proposed changes are available on our website.

We are also looking at adding another parking lot due to the increased need from our new building and putting in a street scape, so residents are not looking at a parking lot as they approach campus. That will likely take place in 2017-18. Plans are being formed to replace the Main Hall elevator and to build a new Student Center in the next few years. In addition, we have a proposal out to architects for bids on the Fine Arts Building renovation, and discussions are continuing about buying a building in downtown Canton.

Finally, we received a gift of $50,000 for campus beautification projects. Some of this money can be used to fund the planned Memorial Garden.

VII. Assistant Dean’s Report

A. Schedule. The schedule for the Spring 2016 semester is almost ready. Only the room numbers of classes need to be input. The Fall 2016 schedule is being discussed with the coordinators. The provost’s office requested that we look at classes that meet on MW between the hours of 9:00 and 1:50. This two-morning-a-week schedule for morning classes puts pressure on room assignments. Coordinators are asked to spread out morning courses from MW to MWF. He also indicated that he is looking at online offerings to determine why recently some students have taken three classes here and one online course from another campus. That keeps them from being counted as our students.

Councilor Heaphy responded that there can be pedagogical reasons for such schedules, and those needs should have priority. Chair Earley indicated that he had also received numerous comments. Part of our mission is to make education accessible to students. Changing the schedule so they need to come to class on Fridays creates a hardship for students who are working.

Assistant Dean Kasturiarachi then sought to clarify the situation. If we do put on the schedule MW classes with the extended time of an hour and 15 minutes, he will have to justify it. Secondly, we are making room assignments through a program, and we want to see how it makes room assignments. He still recommends that we spread out our schedules, but there are some courses for which the two-day meeting schedule makes sense. He indicated that he will send out email to coordinators to clarify these issues. Councilor Moneysmith asked if it would be possible to send out his clarification to all faculty, so everyone could read his reasoning.

Councilor Warren asked for more information about scheduling online courses. Assistant Dean Kasturiarachi said that his goal is to see what online courses our students are taking from other regional campuses that we could offer here. It will likely be a short list of courses, but it is possible that we may need to add additional sections here.
B. **Hiring for Next Year.** The budgeting process has not yet started; all plans are contingent on budget. Possible searches include positions in Mathematics, English, Nursing, Computer Science, Communication Studies, and Music. More details will be forthcoming.

C. **Badges.** Assistant Dean Kasturiarachi indicated that he had spoken to Ashley Brightbill and Councilor Heaphy about the idea of awarding Kent-approved digital badges to students for certain achievements, as badges have been widely adopted by many universities as well as businesses.

D. **Science and Nursing Building.** Some smaller issues are still being worked on in the building; he asked that faculty be patient. Councilor Thacker asked that facilities in the rest of the campus not be forgotten. For example, there are broken arms on chairs in the Library Conference Room, where he teaches. Assistant Dean Kasturiarachi asked that he be copied on any requests for repairs.

E. **Faculty Professional Improvement Leaves.** Six faculty submitted proposals for FPILs. They will first be reviewed by PAAC, who will forward their recommendations to him.

F. **Executive MBA.** The College of Business is considering changes that will make the program shorter, leaner, and fully online.

G. **Multicultural Outreach Coordinator and Global Studies Outreach Coordinator.** We are now nearing completion in the search process for these two new positions and hope to be able to have both positions filled in the near future.

   Councilor Taylor asked if we had any news about the proposed Environmental Studies Program. Assistant Dean Kasturiarachi indicated that work was still progressing. Dr. Seachrist indicated that Arts and Sciences is looking at the program now. Once we receive the letter of intent, we can offer classes.

VIII. **Committee Reports**

A. **PAAC.** Councilor Warren began by giving a shout-out to her efficient committee members, Katrina Bloch, Ran Li, Jayne Moneysmith, and Lori Wilfong. So far the committee has reviewed 24 travel requests: 21 were approved, 2 have just come in, and 1 was rescinded. Committee members are now waiting to receive FPIL proposals. PAAC has planned a meeting on October 26 to formulate their comments and responses.

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

C. **Colloquium Committee.** Councilor Starkey announced that the colloquium schedule for the academic year has been determined, with each colloquium scheduled at 5:00 PM after a full faculty meeting or a meeting of the Faculty Council. The first colloquium of the year will be held on Friday, November 13; Dr. Ann Martinez, Assistant Professor of English, and Dr. Greg Smith, Assistant Professor of Biological Sciences, will present. Councilor Starkey thanked her committee—Joel Carbonell, Tatjana Hrubik-Vulanovic, Robert Miltner, and Deb Shelestak—for their work in putting together the program. On behalf of her committee, Councilor Starkey asked if the display cases outside of the Writing Center fall under the purview of the committee. Councilor Heaphy responded that it might be a good idea because they have not been used to their fullest. Discussions on this issue will continue.
The full text of Councilor Starkey's report includes a list of all this year's colloquia and presenters and has been added as an addendum to these minutes.

D. Treasurer/Social Committee. Councilor Heaphy indicated that so far 53 faculty have contributed to the faculty fund, which is the highest percentage we have had in a long time. She will build on this success by sending out a reminder to encourage additional faculty to contribute. The Social Committee will be meeting next week. They are exploring the idea of hosting potlucks throughout the year. The venue would rotate among the faculty lounges of each building. The dinner at the end of this semester will be held on Saturday, December 12; an announcement will be distributed in the coming days.

The coffee fund is doing well at present. Council Heaphy also reminded faculty of the necessity to clean up after themselves in their respective faculty lounges; no one cleans up after us.


F. Technology Committee. Dr. Neaderhiser indicated that the committee had received no requests so far, but they had met to discuss possible issues to take on in the coming year. For example, Fine Arts Room 30 is configured in a way that is not conducive to teaching. Another arrangement, such as clustered workstations, may be beneficial, even though it would diminish the seating capacity of the room. The committee plans to delve into faculty needs more deeply through a survey. More information will be coming from the committee soon. Councilor Taylor asked what the proper protocol would be if technology assistance is needed when our Educational Technology Designer Katie Baer is out of the office. In response, Assistant Dean Kasturiarach clarified that whenever Ms. Baer is out of the office for circumstances such as a vacation, she arranges for back-up support, which is announced through email. There also are many resources on her web page. Additionally, a ticket can be submitted to the Kent Help Desk.

IX. Old Business

A. Election of Members to the ad hoc Space Committee.

Chair Earley reminded Council that at the last Council meeting an ad hoc Space Committee was approved. At that time, it was also decided that Chair Earley would ask for volunteers, and then that information would be brought to Cabinet and later to Council for approval of membership. He indicated that Cabinet recommended that Ann Martinez, Brenda Smith, Lisa Hallaman, Robert Hamilton, and Lucas Engelhardt (as chair) be appointed. Councilor Birch moved to approve these recommendations, and Councilor Lehnert seconded. The motion passed unanimously.

X. New Business

A. Discussion of Spring Academic Achievement Dinner—Lisa Hart and Amanda Weyant. (Amanda Weyant had to leave before Council arrived at the “New Business” portion of the meeting, so Lisa Hart alone presented.) Those planning the Academic Achievement dinner have collected information about how the dinner has been received in the past and would like the input of Faculty Council. This year the dinner will be held in the Conference Center at 6:00 pm on Friday, April 6. The goal is to cover the cost of two guests for each student; formerly some students did not attend because they could not afford to pay for guests.
In the past, students invited included those on the President’s List and the Dean’s List for the fall and spring, active honors program students, and department award winners. Should anyone else be invited? Councilor Warren indicated that her department has some students in a National Honors Society, which is a selective body. Councilor Lehnert indicated that we have some students with peer-reviewed publications who could be invited. He and Councilor Taylor both thought that Undergraduate Research Assistants might be included, as they go through a selection process.

The number of students each department could bring was then debated, as was a possible speaker for the event. Several councilors indicated that it wasn’t clear how long a faculty member was to speak on behalf of a student to whom they were presenting a departmental award or whether it was permissible to give an award to more than one student. Ms. Hart thanked councilors for their input and indicated that they would take care to make guidelines clear. Chair Earley thanked her for taking the time to speak to Faculty Council.

B. **Creation of ad hoc Memorial Garden Committee.** During the last Council meeting, Chair Earley agreed to solicit volunteers to serve on the Memorial Garden Committee. He contacted faculty who have been here ten years or longer because newer faculty may not have known those the garden is meant to honor. After consulting with various individuals, Chair Earley learned that Brian Gardner was ready to move forward with the project, but he wants faculty input. Carrie Schweitzer, Thomas Norton-Smith, and Brad Shepherd have all volunteered. Councilor Warren moved that Drs. Schweitzer, Norton-Smith, and Shepherd be appointed to serve on this committee. Councilor Birch seconded. The motion unanimously passed.

C. **Request to Move Marty Daniels to the Regional College.** Interim Dean Seachrist explained that Ms. Daniels is the only FTNTT faculty member teaching courses on study and reading strategies. However, according to her letter of offer, she is classified as a lecturer in the English department. Though they have the “US” or “Undergraduate Studies” designation, these courses will now be housed in the Regional College. It might make sense to move Ms. Daniels to the Regional College as well. The Regional College has agreed to this change, but the campus needs to agree as well. Councilor Shepherd moved that Faculty Council recommend this change; Councilor Warren seconded. The motion was unanimously approved.

XI. Announcements

A. Chair Earley announced that the Fall All-Faculty Meeting will be held at 2:00 on Friday, November 13, in the Science and Nursing Building, Room 101.

B. Interim Dean Seachrist indicated that at the last Cabinet meeting, a concern was brought forth that a sundial was dedicated to President Warren when the Science and Nursing Building opened, but nothing has yet been dedicated to our long-serving former dean Dr. Bittle. She indicated that we are planning to create a space for veterans, and this space will be dedicated to Dr. Bittle.
C. Dr. Neaderhiser announced that the Extra Life fundraiser to benefit Akron Children’s Hospital will be held on campus on November 20, 7:00 a.m. to 7:00 p.m. He and Councilor Tobias will be among those playing games to help sick children. Those interested can contact him or Councilor Tobias for more information.

D. Dr. Purifoye asked if it would be possible to create one online calendar for all faculty events that would send out automatic reminders. Several possibilities were suggested, and Chair Earley indicated that he would look into the issue.

XII. Adjournment

Chair Earley adjourned the meeting at 4:06 PM.
Faculty Colloquium Committee Report To Faculty Council  
October 16, 2015

Committee report on behalf of the Colloquium Committee (Robert, Joel, Tantjana, Deb, and Lindsay)

We are in the process of organizing four faculty colloquia for the upcoming academic year. All presentations will take place on Fridays at 5:00pm after either full-faculty or Faculty Council meetings. The presentations will occur in the following order.

**November 13, 2015 (5:00pm) in the Library Conference Room:**
Dr. Gregory Smith, Assistant Professor of Biology and Dr. Ann Martinez, Assistant Professor of English

**February 19, 2016 (5:00pm) in the Science and Nursing Building Nursing Lab.**
Kent State University at Stark Nursing Faculty presentation on heart health for Heart Health Awareness month

**March 18, 2016 (5:00pm) Location TBD**
Discussion of the *Bicentennial Project* from those involved in the project such as Brian Newberg, M.F.A., Assistant Professor of Theatre and Theatre Director; Arwen Mitchell, M.S. and M.F.A., Adjunct Faculty in the Theatre Department; Louis Williams, Adjunct Faculty in the Theatre Department and Theatre Specialist; Dr. Leslie Heaphy, Associate Professor of History; and Gary Brown, Writing Editor-At-Large for the *Canton Repository*. This presentation will be open to the campus community and to the public.

**April 15, 2016 (5:00pm) in the Library Conference Room**
Andrea Myers, M.F.A., Assistant Professor of Art and Dr. Eric Taylor, Assistant Professor of Geology

An email listing these dates and providing more information about our first colloquium will be sent to all faculty soon.

The committee also has a question for Faculty Council that I offered to convey. Does the display case on the second floor of Main Hall outside the Writing Center fall within the committee’s purview? If so, are there any thoughts on what you would like to see displayed in the case?