

Faculty Senate

HIGHLAND HEIGHTS KY 41099 859-572-6400

FACULTY SENATE MEETING

November 19, 2001

3:00 P.M.-UC Ballroom

AGENDA

Call to Order, Adoption of Agenda

Approval of Minutes – October 22, 2001 Meeting

Faculty Leadership Award

Guests

Dr. James C. Votruba

Officer Reports

- **President** **Jeff Smith**
 - Changes to the Senate Constitution
 - Elections Results
 - Proposed Changes to Summer School Salaries
- **Vice-President** **Sam Zachary**
- **Secretary** **Claudia Zaher**
- **Parliamentarian** **Steve Weiss**

Committee Reports

- **Curriculum** **Michele Roszmann-Millican**
Voting Items: See attached document or UCC web site- <http://access.nku.edu/ucc>
 - BFA—Stage Management
 - BFA—Dance
- **Professional Concerns** **Ray McNeil**
Voting Item: Changes to RPT Calendar
- **Benefits** **Clinton Hewan**
- **Budget** **Chenliang Sheng**

Old Business

New Business

Adjourn

**Faculty Senate Agenda– voting items
for**

November 19, 2001

UCC

<http://access.nku.edu/ucc>

On October 18, 2001 the UCC approved two new programs:

BFA in Stage Management

Theater currently offers a BFA in Generalist/management. This will change the program to a Bachelor of Fine Arts in Stage Management. It will eliminate some courses required in the current BFA and add those more suited to stage management. This will provide a more focused area of study for those students interested in Stage Management as a career. This degree is designed to be in line with national accreditation standards. This degree will require 69 hours and will not require a minor.

BFA in Performance Dance Emphasis

Within the BFA in Performance there are several Emphasis areas in which a student can specialize (Acting, Musical Theater, Playwriting). This would be an additional emphasis within the Bachelor of Fine Arts in Performance. All required classes for the degree exist and can be taught within current faculty loads. This degree will require 69 hours and does not require a minor or an area of concentration.

See UCC web site and click on meeting schedule, agenda, and minutes for 10/18/01. Scroll to College of Arts and Sciences and Theater. Next click on Stage Management, Dance . This will link you to the proposals*.

VOTING ITEMS – Requires a majority vote for approval

***Please download if you wish a hard copy or see the UCC representative from your discipline/department for assistance.**



Faculty Senate

HIGHLAND HEIGHTS KY 41099 859-572-6400

FACULTY SENATE MEETING **November 19, 2001**

Present: J. Smith, S. Zachary, C. Zaher, S. Weiss, M. Roszmann-Millican, R. McNeil, C. Sheng, C. Hewan, G. Clayton, C. Frank, M. Gers, P. Goddard, D. Gronefeld, P. Koplow for G. Sheard-Grout, B. Houghton, R. Jenisch, A. Lipping, A. Long, D. Lye, C. McDaniel, M. McGatha, C. McKenzie, B. Mittal, T. Pence, H. Riffe, M. Stavsky, B. Thiel, J. Thomas, K. Vogler, T. Weiss, W. Wood.

Absent: S. Barty, E. Brewer, S. Duggal, P. Fairbanks, R. Holt, V. Kumar, B. Ramjee

Guests: A. Dollins, R. Redding, M. Huening, B. Wilcox

1. President Smith called the meeting to order at 3:05 p.m.
2. Changes to the agenda: R. Redding will speak for J. Votruba. Add Bob Wilcox to the list of guests.
3. Bob Wilcox officially announced the results of the recent elections for Faculty Senate. Arts and Sciences elected Eric Jackson and James Thomas. Professional Studies elected Cynthia Kelly. Based on the recently enacted amendments to the Senate Constitution that allow for 25 departmental seats and 13 at-large seats, the Senate will have 38 representatives. One additional at-large representative will be allocated to Chase (raising their total to 3), Arts and Sciences (raising their total to 19), and Professional Studies (raising their total to 8). The additional seats for Arts and Sciences and Professional Studies can be filled by the runners-up in the recent election. Since Chase did not have a seat up for reelection, the additional representative can be chosen from last year's election or in another manner. In response to a question from J. Thomas, J. Smith replied that in the future the faculty census will be taken before the elections, and that traditionally runners-up have filled vacant seats.
4. R. Redding spoke of the need to generate more revenue from summer programs. The plan is currently a work in progress and was hurried along in order to meet scheduling deadlines. He and Dr. Votruba have spoken with all the colleges about the 4-part revenue strategy and the academic strategic plan. He will meet tomorrow with the deans to review suggestions and objections to the plan.

Ray McNeil commented that Dr. Redding had met with the Professional Concerns Committee and agreed in principle that the Senate could evaluate the changes in summer school. Dr. Redding said he plans to share data about summer school with the Senate by the second meeting of Fall 2002. In response to a question from C. Hewan, Dr. Redding said that some summer courses will still be under subscribed and others will be oversubscribed. He said there is a possibility that the administration may look at courses on a department-wide basis, and not course-by-course, and that some under subscribed courses could still go if they were balanced out by other courses in the same department.

R. Jenisch commented that many faculty feel summer is a good time to try new courses.

B. Houghton commented that many classes are limited by equipment, especially studio or lab classes, and that there is no possibility of increasing enrollment in such classes. Dr. Redding replied that the administration is aware of this issue. The cap of 25 has been lifted. The latest plan is to look at breakeven points for individual faculty members.

J. Thomas commented that faculty don't really have the power to increase enrollment, and that more marketing is necessary. Dr. Redding agreed, and said students from other universities who are home for the summer may be a good market.

J. Thomas commented that students who do not have to pay for more than 12 hours per semester have a financial incentive to take additional classes in the Fall and Spring and a disincentive to take classes in the summer. Dr. Redding replied that the issue of bulk pricing is being closely examined.

5. President's Report:
 - a. The Regents approved the changes to the constitution as approved at the General Faculty meeting on October 30, 2001.
 - b. The Regents awarded posthumous emeritus status to Dr. Suzanne Cortez
 - c. The By-laws of the Senate committees are now available on the Faculty Senate web site.
 - d. Debra Benjamin is a consultant hired by the university to look at the retirement program. She met with the president's staff, the executive council, and the Senate executive committee, and will present a report of her recommendations. NKU is currently in the second year of a 3-year phasing out of the retirement program.
 - e. C. Frank will serve as the Senate's representative on the committee deciding what to do with the space formerly used by Delta Airlines. There is some sense that the students want the space returned to them, and there is a possibility that student support services will occupy the space. In response to a question from C. McDaniel, he said it is not likely to be turned into classroom space.
 - f. NKU will purchase the Small Business Incubator space.
6. Point of order (J. Thomas) The minutes were not approved. P. Goddard noted that the minutes of the October 22 meeting should show that the Psychology department is moving into the renovated Natural Science Building. The minutes were approved as amended.
7. There were no other officer reports.
8. Committee Reports:
 - a. UCC (M. Roszmann-Millican) had voting items for two new programs – a BFA in Stage Management and a BFA in Performance – Dance Emphasis. Both degrees would require 69 hours and would not require a minor. Both degrees were considered together and both were approved unanimously, with 2 abstentions.
 - b. UCC is still working on the General Studies proposal, and the latest proposal is available on the UCC's web site. They are still looking at discipline issues. The current proposal is consistent with the Kentucky Transfer Model and SACS requirements. The committee will meet tomorrow.
 - c. PCC (R. McNeil) There is a voting item on the changes to the Reappointment, Promotion and Tenure calendar as proposed by the Provost. (The proposal would leave Reappointment decisions in the Fall semester, but move Promotion and Tenure decisions to the Spring semester). After discussion in committee and by committee members within their departments, the PCC voted to endorse the proposal. Discussion followed, especially on questions of conflicts with the sabbatical calendar if a professor is granted a sabbatical contingent on receiving tenure, the timing of appeals following a negative tenure decision, the need for the change, and the process for early tenure requests. C. Frank moved to table the vote until the next meeting (Second – B. Houghton). The motion failed. J. Thomas moved (Second - ?) to refer the item back to the PCC. The motion passed.
 - d. The PCC has a discussion item on the Academic Strategic Plan. The committee voted unanimously to recommend endorsement of the plan. The item passed unanimously.
 - e. Benefits – no report
 - f. Budget (D. Lye) –the committee is reviewing the president's revenue strategies. They have no report yet.
9. Old Business – none
10. New Business:
 - a. B. Houghton reported that some of her colleagues have concerns about the online faculty evaluations. This is a pilot project currently under review by a subcommittee of the PCC. The subcommittee will recommend expansion of the pilot study. Concerns should be directed to departmental PCC members.
 - b. Reminder – the next meeting will be a luncheon meeting on December 17 at noon.
11. The meeting was adjourned at 4:25 p.m.

Respectfully submitted,
 Claudia Zaher

NORTHERN KENTUCKY UNIVERSITY MEMORANDUM

Office of the Vice President for Academic Affairs and Provost

Administrative Center 830

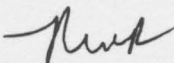
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September 24, 2001

To: Academic Council
Department Chairs
Executive Committee of the Faculty Senate

Fr: Rogers Redding 
Vice President for Academic Affairs and Provost

Re: Proposed Revision of the Promotion and Tenure Calendar

The Faculty Handbook (Part 1, IV.C.1) says that "the provost will issue a calendar that lists deadlines" for the reappointment, promotion and tenure (RPT) process. I write to seek your wisdom on a possible change from our current calendar. This change would have reappointment decisions made during the fall semester and all promotion and tenure decisions made during the spring semester. Before outlining my proposal I will provide some background and a rationale for this change.

Currently the university conducts the entire process for reappointment, promotion and tenure (other than for first-year faculty) during the fall semester. Although recommendations are made about candidates in all three categories, it is somewhat natural to focus more intensely on candidates for tenure, given the particular gravity of the decisions. My sense is that decisions about reappointment of probationary faculty might be receiving less attention.

Furthermore, in the event that a decision is made not to grant tenure to a candidate, the person must be given a terminal contract for the following academic year. This means that under the current schedule, after having been so notified by the middle of December, the person could have up to an additional eighteen months in the university. Relationships between the individual in question and the university, most particularly those between the faculty member and his or her department, quite naturally may be damaged by the tenure decision. For a faculty member to remain with the university for so many months beyond notification of a negative tenure decision creates a situation that is problematic at best. Also, having promotion and tenure considerations in the spring allows the faculty member an additional semester of performance for review.

To inform this discussion, I have contacted about 25 provosts around the country, including colleagues in Kentucky, to inquire informally about their calendars. To date I have heard from 20. Of these, seventeen make tenure decisions in the spring semester; fourteen of these receive materials from the candidates in the fall, while the other three conduct the entire process in the spring. The remaining three confine their process entirely to the fall semester, as we do currently (one of these is a community college).

I propose the following:

1. The calendar for reappointment of probationary faculty members would remain the same.
2. The calendar for decisions for promotion to full professor, for tenure, and for promotion to associate professor with tenure would have the following deadlines:

January 21 Applicants for promotion and/or tenure submit materials to the RPT Committee

February 15 RPT Committee makes recommendations to the Department Chair

March 10 Department Chair makes recommendations to the Dean

April 1 Dean makes recommendations to the Provost

April 25 Provost renders decisions

This calendar is consistent with AAUP guidelines, which call for faculty members who are to receive terminal contracts to be so notified at least one year before the termination date.

Under this scenario, the RPT committees would be evaluating probationary candidates for reappointment during late September and early October, first-year faculty members during the first half of January, and candidates for promotion and/or tenure during late January and early February. A similar pace of work would obtain for chairs, deans and the provost. Should this change be made, it would take effect in Fall 2002.

I would welcome any reactions, feedback, and suggestions about this proposal.

c: President James Votruba

RR/lc