

**OSU Newark Faculty Assembly Minutes**  
**Tuesday, March 3, 2009**  
**Hopewell 64**

**In Attendance:**

Derek Alwes, Miroslav Asic, Mary Bendixen-Noe, Amy Brunell, Jose Cabral, Jill Coleman, Ann Donahue, Harding Ganz, Terri Hessler, Julie Hupp, Kate Ivanova, Melissa Jungers, Bill MacDonald, Kenneth Madsen, Bruce Mainland, Howard Marcum, Renee Patrick, Jack Richardson, Adrian Rodgers, Susan Scott, Richard Shiels, Binaya Subedi, Asuman Turkmen, Paul Sanders, Dionisio Viscarri, Christine Warner, Dave Williams, Elizabeth Weiser.

**Meeting called to order at:** 3:32 PM

**Presiding:** Christine Warner

**Secretary:** Adrian Rodgers

**Approval of Minutes, February, 2009:** Derek Alwes moved to approve the minutes and Jose Cabral seconded the motion. The minutes were approved.

**Dean-Director Bill MacDonald**

The Dean-Director circulated by email this report:

Dean/Director's Report to the Faculty Assembly  
March 3, 2009

TOPIC: Parking problems

CONTEXT: Faculty members have reported difficulty finding parking spots and have found that students appear to be parking in faculty spaces.

SUMMARY: Mike Demko, Jim Woolard, David Brillhart, and John Berry met to discuss the problem and find a solution.

CONSIDERATIONS: The Office of Safety and Security will draft a new protocol for enforcing parking rules. That office will also add more Faculty/Staff spaces to the LeFevre parking area and the Hopewell parking area, and add signage in the LeFevre parking area. If weather permits, the Office of Safety and Security will accomplish these tasks before spring quarter. The Office of Safety and Security will conduct a campus-wide survey to monitor parking conditions.

The Office of Facilities will work with an engineering company to consider a master paving schedule and decide if we are in need of an additional parking lot.

To our student orientation program, the Office of Student Life will add a component on students' parking rights and responsibilities.

REQUEST: Do not hesitate to let the Office of Safety and Security know of parking problems.

TOPIC: Searches

CONTEXT: Searches are underway in English, Classical studies, political science, and math education.

SUMMARY: We cancelled the history search, and the search for a person to fill a senior-level psychology position failed to generate a satisfactory pool of applicants.

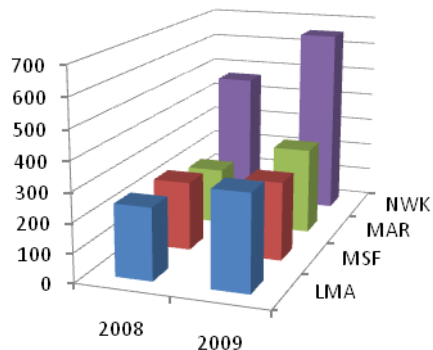
CONSIDERATIONS: I am communicating with the Chair of the Department of English about the search committee's recommendation to extend an offer to one of the candidates we interviewed. The other searches are still in progress.

TOPIC: Student applications for autumn quarter, 2009

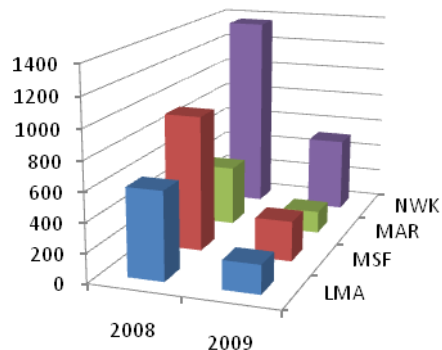
CONTEXT: Applications from new, first-quarter freshmen are down 36% from last year at this point in the year.

SUMMARY: Applications from prospective students listing Newark as their first choice are up by 40%. Applications from prospective students listing Newark as their second choice are down a little over 62%. Patterns are similar for Ohio State's other regional campuses.

**First-Choice Apps, Feb., 2008 and 2009**



**Second-Choice Apps, Feb., 2008 and 2009**



**CONSIDERATIONS:** The enrollment directors and deans of the regional campuses recently met to discuss the situation. The enrollment directors will work with marketing and PR offices at each campus to develop a statewide marketing campaign encouraging prospective students (particularly those likely to choose a regional campus over the Columbus campus) to apply for autumn. The deans will seek a dialogue with folks in the Office of Academic Affairs to address the implications these trends have for the regional campuses’ role in the university’s enrollment strategy.

**TOPIC:** Action Plans

**CONTEXT:** We are continuing to revise our budgeting process to better align budgeting with our strategic plan, however provisional it may be.

**SUMMARY:** This year’s budget guidelines come with a strategic-planning handbook.

**CONSIDERATIONS:** We will eventually have a mechanism for reviewing the outcomes of our Action Plans.

The Dean Director then reported:

- Meetings have been held regarding parking. Additional education of students during Orientation and additional parking is being considered. Please advise the Dean of additional concerns.
- He hopes to be in touch with a candidate regarding the English Department search very soon.
- Enrollment issues are being addressed. Regional campuses have requested that Columbus campus consider the role of Regionals in terms of a strategic plan. A better dialog between Regionals and the Office of Enrollment needs to take place, especially with regard to students who select Columbus as their first choice, and Newark as their second choice.

Derek Alwes noted there has been a decline in all of the ‘second choice’ students.

Ann Donahue commented there has been a decline, especially in students with ACT’s of 24 and below. This is a university-wide concern, but is especially felt on the Newark Campus because it is smaller than the Columbus campus.

Richard Shiels commented on the factors accounting for declines.

Dean Director MacDonald said that he has speculated the lack of an assurance of student housing may be an influence.

Ann Donahue supported faculty in writing an open letter to prospective students that might help to attract students to campus. Such a letter might begin, “Dear History Major...” She added that if declining enrollment became an ongoing issue it could be especially problematic.

Jose Cabral inquired about the timelines of acceptances.

Ann Donahue said the University is prompt in communicating with prospective students.

Liz Weiser asked about retention.

Associate Dean Sanders explained that there are personnel and procedures to support retention, including the Early Alert program.

Ann Donahue commented that the \$3,000/ year tuition difference between the Columbus and Newark campuses had made OSU-N a 'buying decision.'

Kenneth Madsen asked if applicants were down state-wide.

Ann Donahue felt the pressure on private universities was keenly felt.

Dean Director MacDonald commented on factors contributing to declines, including the identification of less costly 2 year institutions and delay in students attending because of financial pressures.

Dean Director MacDonald concluded his report by noting that Unit Budget Managers have received a Guidebook to assist planners in conforming with the Strategic Plan.

### **Associate Dean Paul Sanders**

Associate Dean Sanders circulated the following report:

Faculty Assembly  
March 3, 2009

Notes from the Associate Dean

- You will be receiving an e-mail soon regarding the implementation of System Center Configuration Manager (SCCM) which will allow us to reach full compliance with the University's Minimum Computer Security Standards (MCSS). SCCM ensures that software and virus protection updates are both current and auditable and also has the capacity to provide assistance with computing problems by remote access. SCCM works with both PCs and Macs and remote access can only be initiated with the permission of the individual to whom the computer is assigned.
- You will also receive a nomination form by e-mail which allows you to nominate one or more students to attend an informal session on the writing process with this year's common book author, Ernest Gaines. The session will be held at Cherry Valley Lodge on May 14 at 1:00-2:00 pm prior to his talk that evening in the Reese Auditorium at 7:30 pm.
- If you are interested in viewing the movie based on Gaines' book, we'll be showing it tomorrow evening, March 4 at 5:30 pm in the Reese Auditorium.
- Upcoming events—two short plays by Israel Horowitz, March 5-7 and 12-14 in the Black Box Theatre (LeFevre Hall) with curtain time at 8 pm; the Student Research Forum, March 12 from 12:30-3:30 in the Reese Ballroom and Auditorium, and the University Chorus performs choral selections by Johannes Brahms on Friday, March 13 at 8 pm in Founders Auditorium.

Associate Dean Sanders added faculty:

- Will soon be receiving an email regarding updated electronic security procedures. This will assist in automatic virus protection updates and, with user approval, remote access technical assistance.
- Will receive a nomination form for students to attend a session with the Book Study Author, Ernest Gaines.
- Are invited to a movie based on the Gaines book.
- Are invited to the Theatre Department presentations noted in the memo above.
- Are invited to the Student Research Forum next week.
- Liz Weiser would coordinate a panel for students regarding 'Next Steps' for their research. Liz Weiser commented on this panel.
- Are invited to a presentation of the University Chorus.

- Can review materials circulated by Barnes and Noble regarding book ordering.

**Assistant Dean Katey Borland**

No report

**Executive Committee Report, Christine Warner**

Vice Chair Warner reported:

- Dan Leavell will return as Chair next week.
- on an email vote of faculty assembly members conducted 2/26/09. The vote was 38 for, 4 against, and 4 abstained. The motion carried. The vote was held regarding the contents of this email

Dear Faculty,

This message is being forwarded for your consideration and discussion prior to an electronic e-mail vote to take place Thursday. The result from our campus is needed by the RCFC prior to a meeting in Columbus Friday. To offer comments, please *respond to all* and post your thoughts. An electronic ballot will follow tomorrow by 4 PM. All votes must be counted before 4 PM Thursday.

Thanks,  
Dan

**Regional Campus Statement on Calendar Conversion**

We urge acceptance of the following principles in planning any proposed conversion to semesters:

1. Workloads of regional-campus faculty should maintain the current proportion among teaching, research, and service.

Rationale: Increasing faculty members' teaching load would adversely affect students and faculty, undermining the principles of OSU's own Academic Plan. Maintaining a reasonable teaching load is also crucial to attracting and retaining talented faculty and ensuring that they are able to obtain tenure and promotion. On the Regional Campuses, this concern is of particular urgency because faculty members already teach a higher load than do their peers on the Columbus campus, yet must meet similar requirements for research and service. A one-third reduction in the number of academic-year classes is one model we endorse: under such a model, faculty members teaching six quarter classes per academic year would teach four semester classes per academic year. While no one formula will suffice for all campuses or departments, the conversion should at the minimum recognize that maintaining the same number of contact hours over the academic year may increase the relative weight given to teaching. All faculty members need sustained time for research in order to meet their scholarly obligations but the semester system reduces faculty members' opportunities for conducting research in sustained blocks of time. All divisions, accordingly, should create flexible arrangements, potentially involving extended opportunities for professional leave and the innovative scheduling of teaching time across semesters both standard and accelerated, to maintain research time.

2. Regional Campus faculty must be integrally involved in planning for a conversion to semesters.

Rationale: Regional Campuses are an important part of the "one university model," and as such should be integrally involved in the process. The effect of any proposed shift to semesters on the overall workload of Regional Campus faculty is best appreciated by Regional Campus faculty, who therefore should have representation at the university level in planning any such conversion.

3. A conversion to semesters should not occur as an unfunded mandate.

Rationale: With its preponderance of 5-credit-hour lower-division courses, the Regional Campuses will shoulder a greater financial share of the burden of conversion. Any compensation from the central administration should reflect this disproportionate burden. Any proposed conversion should include specific plans for budgetary restructuring so that Regional Campuses can fund any changes in teaching demands and can continue to fund research leaves (i.e., SRAs and FPLs).

**University Senators: Nath Rao & Liz Weiser**

University Senator Rao forwarded this report to the Secretary for inclusion in the minutes:

The Faculty Council web site (<http://facultycouncil.osu.edu>) is finally functional and has meeting notes taken by Gordon Aubrecht. It does not yet have the notes from the meeting last week. I have forwarded a draft version to be forwarded to Ohio State Newark faculty.

A revised but still draft version of the Gerber committee report is available if anyone is interested. Further changes to it may (will) occur. The final version should be out by the end of this week if the usual schedule for Senate discussion is followed. You may want to keep tabs on it by checking the senate web site (<http://senate.osu.edu>).

Respectfully submitted  
Nath Rao

During the week prior to the on-line vote reported by the Vice Chair of the OSU-N Faculty Assembly, the University Senators emailed faculty numerous relevant emails. These include:

Prior to the meeting, on 2/16/09 Senator Weiser forwarded this report to faculty by email:

Those of you (like me) who are watching closely the deteriorating economic conditions in the state of Ohio, and are noting with unease the increasing numbers of furloughs, freezes, etc. at universities around the nation, may be somewhat relieved (as I was) by reports this past week to the University Senate. President Gee, Provost Joe Alutto and Senior VP for Finance Bill Shkurti all gave reassuring assessments of the fiscal health of Ohio State. In short, as a whole university system, we seem to be doing well internally, and as an entity that responds to external factors, for now at least we are holding our own--according to the Provost and financial committee heads.

I am attaching a pdf of the Senate minutes from the meeting. There are a few other issues, but the majority of the meeting dealt with the fiscal situation and priorities for the next year.

Liz Weiser  
University Senator

Prior to the meeting, Senator Rao forwarded this report to faculty by email on 2/17/09:

Hi Everybody,

Liz has already sent Gordon Aubrecht's notes for the Senate meeting of the 12th. The Faculty Council met on the 5th and I am attaching the notes from that meeting. The interesting part is Tim Gerber's status report of the ad hoc committee on switching to semesters.

The RCFC met by teleconference/telephone yesterday. Virginia Cope agreed to write up a consensus letter listing regional campus facultys' concerns and issues in such a switch. The RCFC will meet again next Monday to finalize a letter. The timing is tight as the Faculty Council is scheduled to discuss

this on Feb 26 (unless the postpone this meeting as the did the last) and CESP will vote on the calendar model on March 3.

Regards  
Nath Rao

Prior to the meeting, on 2/19/09 Senator Weiser forwarded this report to faculty by email:

As an update to our Faculty Assembly vote earlier this month, you will find below the statement on semester conversion approved by the Regional Campus Faculty Committee this morning, and forwarded by the RCFC President Gordon Aubrecht to our regional representative on the ad-hoc University Committee on Calendar Conversion (Brian McEnnis) for transmittal to the full committee. Thanks are due especially to Virginia, who drafted the revised statement out of our four-campus, in-person/phone/video meeting last Monday (no small effort on her part!)

Liz

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In addition to these reports, at the OSU-N Faculty Assembly on March 3<sup>rd</sup> Senator Weiser reported:

- On progress related to semester conversion. The University Senate will have a final vote on March 12<sup>th</sup>.
- On materials circulated by the committee. Issues include declining enrollment, semester and

'mini'mesters, and pedagogical constraints as they relate to semester conversion. The rationale for additions and deletions was reported. Senator Weiser reported she felt that it would not, in her view, be wise to vote against semester conversion.

Jose Cabral asked if there was discussion of Provost Alutto's memo.

Senator Weiser reported that attendees at the Semester Conversion Forum felt it was not always clear on what semester conversion would look like.

**Faculty Senator, Arts and Sciences:** Derek Alwes  
No report

**OSU-Newark Faculty Assembly Committee Reports**  
Academic Affairs: Mary Bendixen-Noe, Acting Chair  
No Report

Cultural Arts and Events: Derek Alwes  
The Lunch for the Brain session was held Tues, March 3<sup>rd</sup> with speaker Robert Cook.  
Additional speakers for next quarter are sought.

Faculty Representative: Howard Marcum  
No Report

Faculty Well-Being: Binaya Subedi  
The committee is working on an upcoming survey of faculty. It has been debated whether it should be electronic or on paper. This may be discussed at the next faculty assembly.

Information Technology Services Committee  
Kate Ivanova reported that the committee is in the process of selecting a Chair.

Library Committee: Terri Hessler.  
Terri Hessler circulated a draft copy of the Library policy by email prior to the meeting and she solicits feedback in preparation for a vote.

Ombudsperson: Miroslav Asic  
Miroslav Asic reported there are no new cases.

Professional Standards: Mitch Lerner  
No report.

Student Matters: Robert Cook  
No report.

**Other Committee Reports**  
Campus Access Committee: Adrian Rodgers

Campus Access Committee Report  
The Committee met February 13<sup>th</sup>, 2009 and discussed:

- Accessibility Parking.
- Identifying a COTC staff member.
- Wheelchaired pedestrian use of loading zones to enter buildings.
- Attendance of a student at Solidarity '09, a conference by and for individuals with disabilities.

- Identification of audiences who may be interested in suicide prevention.

**Diversity Committee: Jose Cabral**

Jose Cabral reported the contents of the Diversity Committee survey which is posted online. This post includes the 2005 and 2008 surveys for comparative purposes.

Diversity enhancement grants for courses are available and interested faculty should contact Chris Warner. The Call is below:

**Call for Proposals: Diversity Enhancement and Diversity Course Development Grants**

This is a reminder that that the OSU Diversity Committee offers Diversity Enhancement and Diversity Course Development Grants.

The purpose of the grants is to encourage a greater understanding, critical thinking opportunities, new perspectives and appreciation for diversity on and beyond our campus community, the OSU Subcommittee of the Newark Campus Diversity Committee is pleased to make available a Call for Proposal Submissions for three Diversity Enhancement Grants of up to \$1000 each academic year and one Diversity New Course Development grant of up to \$2000, each academic year to full-time faculty members who wish to implement significant course revisions or develop a new course, (Group Studies) for the purpose of supporting the diversity climate at The Ohio State University -Newark.

**Deadline:** Entries should be sent to the Grant jurors (see addresses at the end of this announcement) no later than March 30th. Notification will take place no later than May 1st 2009.

Please submit an electronic copy of your proposal to:

**Diversity Grant Enhancement Proposal**

Attn. Associate Dean Sanders (sanders.102@osu.edu) Jose Cabral (cabral.1@osu.edu) Tiyi Morris (morris.730@osu.edu) Christine C. Warner (warner.55@osu.edu)

**Earthworks Center: Dick Shiels**

Dick Shiels circulated a magazine featuring the Earthworks.

**Dick Shiels reported:**

- Planning for the 4<sup>th</sup> Newark Earthworks Day is underway. This year there will be a focus on the concept of pilgrimage to the site. Events will begin the first week of Autumn Quarter.
- Artists around the state will be solicited related to the concept of pilgrimage.

- Fourth grade students are planting summer gardens and the Earthworks event will be a culminating experience.
- A "Walk with the Ancients - A 60 mile walk from Chillicothe to Newark" experience is planned. It is hoped that the final mile will have additional walkers from the community, with arrival at the Earthworks as a culminating experience.
- He is in contact with National Park employees regarding possibilities, and faculty input is sought.

### **Old Business**

Derek Alwes asked for an update on technical problems related to online library use. Susan Scott provided an update.

### **New Business**

#### **Announcements**

Ann Donahue announced that OSU-N and partners have been awarded a Vista Grant related to access initiatives.

Liz Weiser announced the annual campus campaign and circulated a flyer. This year features on-line giving. A gift as low as \$1 can contribute to overall participation rates and last year half of faculty participated. Newark campus campaign codes were included on the flyer.

Paul Sanders announced the National President of Mental Health America will be speaking on campus next week and the presentation is sponsored by *Psi Chi*.

Dean Director MacDonald announced the Governor may visit campus next week.

**Motion to adjourn:** Derek Alwes moved to adjourn and Jose Cabral seconded the motion.

**Meeting adjourned at:** 4:20 PM