Ohio Northern University
MEMORANDUM

October 8, 2009

To: Faculty and Staff
Re: University Faculty Meeting

The regular meeting of the Faculty for September will be held Tuesday, October 13, 2009 at 4:00 p.m. in the Activities Room of McIntosh Center. The agenda is as follows:

1. Call to order.

2. Invocation – Dr. Margaret Cullen.


4. Unfinished business.

5. Questions for the President – Dr. Kendall Baker.

6. Report from University Council – Dr. Sunny Zank.

7. Reports from Constitutional Committees
   a) Budget and Appropriations – Professor Ron Beaschler
   b) Academic Affairs – Professor Laurie Laird
   c) Student Affairs – Dr. Andrew Roecker
   d) Personnel – Dr. William Theisen

8. Reports from Operational Committees
   a) Athletic Events - Professor Thomas Simmons
   b) Cultural Events – Dr. Laurie Bell
   c) International Affairs – Dr. Julie Hurtig
   d) Religious Affairs – Chaplain Vernon LaSala
   e) Information Technology – Mr. George Gulbis

   • The university General Education Committee has created a criteria and course submission form in order to review courses for possible tagging of the general education learning outcomes (see Attachments 1 and 2).

10. Announcements.

11. Adjournment.

David R. Sawyers
Dr. David R. Sawyers
Secretary
UNIVERSITY COUNCIL

Dr. Sunny Zank

Academic Affairs presented a motion to clarify the definitions of major, minor, option, and concentration within the university catalog (see below). This motion was actively discussed by Council.

CONSTITUTIONAL COMMITTEES

Budget and Appropriations

Prof. Ron Beaschler

The committee met on September 25. Discussed the 10 day headcount and a timeline for the committee to follow during the academic year. The next meeting is scheduled for October 9.

Academic Affairs

Prof. Laurie Laird

The committee has met several times and submitted documentation to University Council clarifying certain terms to be used in the colleges during/after the conversion to semesters. The committee will reconvene upon the request of University Council to evaluate some of our recommendations.

Student Activities

Dr. Andrew Roecker

The committee met during opening session. The chair is Andrew Roecker and vice-chair is David Raack.

Personnel

Dr. Bill Theisen

The committee is gathering information from other universities in order to discuss the issue of ‘stopping the tenure clock’ for certain situations. Agenda items for the coming year include: phased retirement, faculty benefits, chair compensation, and sabbaticals under semesters. The committee encourages the faculty to submit other agenda items to their college representative.

Committee on Athletics

Prof. Thomas Simmons

No report.

Cultural and Special Events

Dr. Laurie Bell

The committee met on Friday, September 25, 2009. Budgets were discussed and faculty assigned to subcommittees.

Information Technology

Mr. George Gulbis

No report.

Religious Affairs

Rev. Vern LaSala

The committee will meet on Monday, October 12, to discuss the application of Faculty Handbook paragraph 7.7.

International Affairs

Dr. Juliet Hurtig

No report.
Ohio Northern University
General Education Course Evaluation Criteria
(DRAFT Oct. 1, 2009)

General education courses will be tagged as meeting at least one of the University general education learning outcomes. A tag indicates a general education learning outcome that is satisfied within a course for which artifacts will be generated. The University general education learning outcomes are:

1. Effective communication.
2. Critical and creative thinking.
3. Scientific and quantitative literacy
4. An understanding of diverse cultures and their effects on human interaction.
5. Integration of concepts across disciplines
6. Informed and ethical responses to personal, civic, and global needs
7. Informed responses to aesthetics in art or nature.

If the committee approves that a course is meeting one of these seven outcomes, it will be given a tag for that outcome. Acceptable general education courses will meet the following minimum criteria:

- A course may have no more than three tags, even though it may be addressing more than three learning outcomes.
- Faculties teaching these courses are encouraged to utilize a variety of pedagogies.
- Faculties teaching these courses must devote at least 20% of their course to each tagged learning outcome.
- A student must successfully complete the general education course according to the grading standard that the student’s college determines.
- If a student passes a course with the required grade (see above bullet) and generates one or more graded or evaluated artifacts that meet the definitions found below, those artifacts satisfy the general education requirement.

Artifacts inform course design and provide evidence of student performance. A general education artifact directly links course activity to one or more general education learning outcomes. Acceptable general education artifacts will meet the following minimum criteria:

- The artifact represents an individual student’s graded course work or evaluated extra- or co-curricular activity or an individual student’s readily identifiable contribution to graded or evaluated group activity.
- The artifact must represent a meaningful element of the approved academic course or activity, but it does not need to represent a significant percentage of a course grade.
- A course shall generate no more than one artifact per course credit hour.
- An approved extra- or co-curricular activity shall generate no more than one artifact.
- A course shall generate no more than two artifacts relevant to each tag assigned to a course.
- A single artifact may meet no more than two general education learning objectives.
- Artifacts must be capable of being assessed using the General Education Rubric associated with the tag. The rubrics can be found on the Academic Affairs website.

Individual academic course instructors and activity supervisors may request an exemption or exemptions from these criteria from the General Education Committee.
Attachment 2

University General Education Committee
Course Submission Form (DRAFT 10/1/09)

Proposed title of course: __________________________________________________________
Course level (100, 200, 300, or 400): _______________
Number of semester credit hours: _______________
Anticipated course section maximum enrollment: _______________
Faculty contact person: _______________________________________________
Department: _______________________________________________________
Proposed catalog course description: ____________________________________________
________________________________________________________________________________

The university has adopted seven learning outcomes for general education. For guidance on what these outcomes entail, please refer to the rubric associated with each outcome. The rubrics can be found on the Academic Affairs website under the General Education page.

Request for Tags

Below, please indicate the general education learning outcome(s) that this course will address. Also, state the percentage of the course contact hours that will be directed toward this learning outcome.

1. _______(select outcome from drop down list)_______ Percentage of course: ______________
2. _______(select outcome from drop down list)_______ Percentage of course: ______________
3. _______(select outcome from drop down list)_______ Percentage of course: ______________

For each outcome listed, please provide a paragraph explaining how a particular learning outcome is addressed in the proposed course. Also include specific teaching strategies that will be utilized in addressing the particular outcome (e.g., lecture, small group learning, active learning, case method, discussion, and others).

1. (Paragraph of supporting text for the first outcome addressed in course)
2. (Paragraph of supporting text for possible second outcome addressed in course)
3. (Paragraph of supporting text for possible third outcome addressed in course)
Artifact Generation

Please name and describe all artifacts that are proposed to be associated with the above requested tags. Include a description of how the artifact correlates with the rubric developed for that particular outcome.

Artifact #1: ______________________________________
Associated with learning outcome(s): ____ (select from drop down list) ______
Brief description of artifact:

State the appropriate row(s) of the rubric that will be applied to the assessment of this rubric:
_____________________________________________________________________________

Artifact #2 (optional): _______________________________
Associated with learning outcome(s): ____ (select from drop down list) ______
Brief description of artifact:

State the appropriate row(s) of the rubric that will be applied to the assessment of this rubric:
_____________________________________________________________________________

Artifact #3 (optional): _______________________________
Associated with learning outcome(s): ____ (select from drop down list) ______
Brief description of artifact:

State the appropriate row(s) of the rubric that will be applied to the assessment of this rubric:
_____________________________________________________________________________