Ohio Northern University
MEMORANDUM

February 3, 2010

To: Faculty and Staff

Re: University Faculty Meeting

The regular meeting of the Faculty for November will be held Tuesday, February 9, 2010 at 4:00 p.m. in the Activities Room of McIntosh Center. The agenda is as follows:

1. Call to order.
2. Invocation – Dr. Eva McManus.
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
9. Other reports.
    a. Approval of Winter Term Graduates – Ms. Tammy Bash
11. Announcements.

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

Dr. Sunny Zank

University Council met January 19. The Personnel Committee presented a motion on an addition to the Faculty Handbook regarding Tenure Clock Extension. This motion was discussed.

University Council met on Tuesday, February 2, 2010. Unfinished Business, Council passed the attached Tenure Clock Extensions (Attachment A). New Business, Professor Laurie Laird, chair of Academic Affairs, presented two items regarding semester conversion. Dr. Baker spoke about the success of an ONU video at a recent recruiting/display booth at a College Fair in Riyadh.

CONSTITUTIONAL COMMITTEES

Budget and Appropriations Prof. Ron Beaschler
Committee has met twice in January. The first meeting we met with Dean Condeni concerning enrollment numbers for the 2010-11 class. The second meeting we met with Dr. Baker. Dr. Baker explained the timeline for constructing the University budget. Discussion was also held with Dr. Baker concerning the role of the Budget and Appropriations committee. The next meeting is scheduled for Feb 2, 2010. Agenda items include the merit and salary recommendations forwarded from the Personnel Committee and continued discussion on the role of Budget and Appropriations Committee as defined by the current faculty handbook and the potential future role of the committee. Dr. Ruble will also be presenting some preliminary budget numbers for 2010-11.

Academic Affairs Prof. Laurie Laird
No report.

Student Activities Dr. Andrew Roecker
No report.

Personnel Dr. Bill Theisen
The committee is forwarded a policy concerning ‘tenure clock extension’ due to major life events to University Council. The committee forwarded a recommendation for merit pay to the Budget and Appropriations Committee. The committee is continuing to discuss the issue of ‘phased retirement’ for certain situations. The committee is discussing sabbaticals under semesters.

Committee on Athletics Prof. Thomas Simmons
No report.

Cultural and Special Events Dr. Laurie Bell
No report.

Information Technology Mr. George Gulbis
The University will be hosting a workshop on “Quality Matters” February, 26. Quality Matters is a program designed to assess online instruction. For more information or reservations contact Heather Caprette (h-caprette@onu.edu).

Religious Affairs Rev. Vern LaSala
No report.

International Affairs Dr. Juliet Hurtig
No report.
To: Dr. Zank, Chair University Council  
From: Dr. Theisen, Chair Personnel Committee 
Re: Tenure Clock Extensions  
Date: 01/12/10

**Attachment A**

**Addition to Faculty Handbook - 2.4.2**

Tenure maybe granted only to full-time teaching faculty members (including professional librarians) with the rank of Assistant Professor, Associate Professor, or Professor. Unless granted at the time of initial appointment as Assistant Professor, Associate Professor, or Professor, tenure may be granted during a probationary period which will not exceed seven (7) years except as specified in Appendix 30. The computation of years of service in....

**Addition to Faculty Handbook – Appendix 30**

Tenure Clock Extensions

1. Eligibility for Tenure Clock Extensions  
   a. A non-tenured member of the faculty in a tenure track position shall be eligible, upon request, for a one-year extension of the tenure probationary period due to the occurrence of a significant life event (as defined below) that can reasonably be expected to markedly delay progress toward tenure. Any such request must be made within a year of the beginning of the life event. Such an extension of the tenure probationary period shall be available whether or not the faculty member applies for or receives a leave of absence due to such a life event.  
   b. A faculty member ordinarily will not be eligible for more than one, one-year extension. In exceptional and unusual circumstances, a second, one-year extension for a second life event or for the same life event may be considered at the discretion of the Dean of the faculty member’s college, but will only be granted with the approval of the Vice President of Academic Affairs.  
   c. A faculty member who receives such an extension has the right to choose later to decline the tenure extension in writing to the Dean and will come up for tenure at the normal six-year point.  
   d. A tenure-track faculty member who has been granted such an extension shall be reviewed for tenure under the same academic standards as candidates for tenure who have not received such extensions.
e. Faculty who benefit from this policy are expected to fulfill their normal responsibilities during the probationary period extension unless they have been also granted a period of modified duties or unless other arrangements have been made.

2. Defining Terms
   a. Life events automatically qualifying a faculty member for an extension are:
      1. the birth of a child into the faculty member’s household,
      2. the adoption or fostering of a child under the age of five into the faculty member’s household,
      3. active duty military service or obligations expected to extend for a substantial portion of a semester

   b. A faculty member also will qualify for an extension upon a finding by the Dean of the faculty member’s college that a life event not specified in 2.a. can reasonably be expected to markedly delay progress toward tenure. Such other life events include, but are not limited to:
      1. the adoption or fostering of a child, requiring special care, who is over the age of five.
      2. the faculty member who has suffered a serious health condition that is expected to persist for a substantial portion of a semester,
      3. the faculty member who is required to act as the primary caregiver for a substantial portion of a semester for a parent, child, spouse, or domestic partner suffering serious health conditions,
      4. the faculty member has suffered catastrophic residential property loss.

3. Application Process
   A written application for such extensions shall be made within one year of the beginning of the life event. The application will be submitted to the chair and/or forwarded to the Dean of the college in which the faculty member is appointed. The Dean may request additional information for life events as defined above and a statement of the anticipated effect on progress toward tenure. Decisions about whether a life event qualifies a faculty member for an extension shall be made by the Vice President of Academic Affairs, upon recommendation of the Dean.

Rationale:
The request for this policy has been made by the faculty and administration. The purpose is to establish a procedure that enables tenure track faculty faced with a significant life event to stop their tenure clock to provide additional time to prepare to be evaluated for tenure consideration. The policy reflects current practice at a number of ONU’s peer and aspirational universities.