Ohio Northern University
MEMORANDUM

March 3, 2010

To: Faculty and Staff

Re: University Faculty Meeting

The regular meeting of the Faculty for March will be held Tuesday, March 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. Julie Hurtig.
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.
11. Announcements.

David R. Sawyers
Dr. David R. Sawyers
Secretary
On February 16 the University Council passed two proposals from Academic Affairs Committee; the first established a schedule for the 2011 summer terms, and the second codified the number of hours for full-time student status under the semester calendar. The Academic Affairs Committee representative anticipates that, though not set in stone, it would be difficult to do more than two terms in future summers as well.

CONSTITUTIONAL COMMITTEES

Budget and Appropriations

Prof. Ron Beaschler

The committee has discussed Merit/Salary adjustments for 2010-11 and is recommending the following: A 2.5% across the board increase in salary. Additionally, any additional income generated in 2010-11 from an actual enrollment increase greater than one-half percent should be substantially used for a combination of salary increases (retroactive to September 1, 2010) and restoring the 2009-10 eleven percent reduction from operating budgets, with details to be commended by the B&A committee in a meeting to be held soon after the Fall ten day counts are available in October, 2010.

Academic Affairs

Prof. Laurie Laird

No report.

Student Activities

Dr. Andrew Roecker

The committee met on February 24, 2010 and discussed new organizations approved by Student Senate. The following were approved by the SAC: 21st Amendment Society, College Middle Level Association, Northern Without Borders, ONU Men’s Lacrosse, and ONU Spanish Club. Another organization was discussed, but needed revisions prior to approval.

Personnel

Dr. Bill Theisen

The committee is discussing the issue of “phased retirement” for certain situations. The committee is also 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

No report.

Religious Affairs

Rev. Vern LaSala

The committee will meet on March 18th at 2:00 p.m. to consider the recognition of a new chapel group.

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

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.
TO: Dr. Zank, Chair – University Council
FROM: Pr. Laird, Chair – Academic Affairs Committee
SUBJECT: Semester Issues
DATE: February 4, 2010

The Academic Affairs Committee recommends that the following two items regarding the semester conversion for the Colleges of Arts and Sciences, Business, Engineering, and Pharmacy be approved.

1) To reduce the Summer 2011 schedule to 2 four-week terms as follows:
   • Term 1: May 31—June 24, 2011
   • Term 2: June 27—July 22, 2011

2) Each student is required to carry at least 12 credit hours per semester to establish one semester of full-time residence work. A student enrolled for less than 12 credit hours is classified as a part-time student. A student may take a maximum of 19 credit hours per semester without an academic overload fee.

Rationale: Removal of the third term from the summer 2011 quarter will eliminate interference between the end of that term (quarters) and the start of the fall 2011 semester. All summer grades and the confirmation of summer graduates will be completed prior to the start of the first undergraduate semester.

Regarding full-time student status, the committee reviewed the practices of our peer/aspiration universities and the needs/desires of each of our colleges. The recommendation in item 2 above would replace the following paragraph in the ONU course catalog (page 44, under General Academic Regulations in the 2009-11 catalog). The catalog currently states: “Each student is required to carry at least 12 credit hours per quarter to establish one quarter of full-time residence work. A student enrolled for less than 12 hours is classified as a part-time student.”