Minutes, September 20, 2011

Roll: (Absentees Underlined) President Daniel DiBiasio, Interim VP David Crago, Interim VP Roger Young, VP Ken Block, VP Karen Condeni, VP Adriane Thompson-Bradshaw, Dean Catherine Albrecht, Dean Eric Baumgartner, Dean Jon Sprague, Dean James Fenton, Chaplain Rory Stauber, Dr. Jeffery Allison, Dr. Khalid Al-Olimat, Dr. Nathaniel Bird, Dr. Bob Carrothers, Dr. Keith Durkin, Dr. Howard Fenton, Dr. Kevin Hill, Prof. Jennifer Kunkler, Dr. John Jay Mager, Dr. Michael Milks, Ms. Marsha McMunn, Prof. Sue Montenery, Dr. Ronald Peterson, Mr. Clyde Pickett, Dr. Harold Putt, Dr. Susan Schertzner, Dr. David Smith, Dr. Stephen Veltri, Dr. Jenny Walton, Dr. Rob Waters, Dr. Dexter Woods, Dr. Sherry Young

Sherry Young, Chair of Council, called the meeting to order at 6:00 p.m. in Dicke Hall 230.

I. The minutes of the May 3 and August 17, 2011 meetings were approved as distributed (Kevin Hill moved, Jeff Allison seconded, motion carried).

II. Reports from Constitutional Committees:
   a. Budget & Appropriations: Roger Young reported the committee will meet prior to the Board of Trustees meeting to review the budget with the actual figures from the 15-day head count figured in that President DiBiasio will present to the Board of Trustees.
   b. Academic Affairs: Julie Hurtig reported that in May, the committee and the Office of Financial Aid reviewed the military policy in the Faculty Handbook (Section 3.29 in the 2010 edition). That policy was updated to handle both students who are drafted and those who serve in the military reserves. The policy was administratively approved by vice presidents Condeni and Crago in the summer. The final revision is found in the 2011 edition in Section 3.30. Currently, the committee is reviewing the requirements for a common final examination time slot and the feasibility of the current final examination schedule. The existing schedule has four common examination slots, which is inadequate for the large number of requests the Final Examination Committee received.
      a. Student Activities: Jenny Walton reported that the committee has not met.
      b. Personnel: Kay Zekany reported that during the past few weeks the committee primarily has discussed TIAA-CREF issues and the new retirement incentive plan. The committee will begin to review the Faculty Handbook policies regarding faculty staffing in light of possible outcomes resulting from the current program reviews.

III. Reports from Operational Committees:
   a. Athletics: The committee had nothing to report.
   b. Information Technology: Julie Hurtig reported that Information Technology is tidying the p: drive and has been asking individual users to remove documents not accessed within the last 2-3 years. IT also reminds users that they should not consider the p: drive as a backup drive and to back up their documents on their own hard drives.
   c. Cultural & Special Events: The committee had nothing to report.
d. International Affairs: Clyde Pickett reported that the committee will first meet on Wednesday, September 28 at 9:00 a.m. in the Pharmacy Student Organization room (2nd floor Pharmacy building).

e. Religious Affairs: The committee had nothing to report.

f. General Education: Julie Hurtig reported the committee is currently reviewing course tag request forms, with 27 requests received since July. Those wishing to tag a course in time for Spring 2012 must submit the form to Julie via email by October 12, 2011, which will provide the committee with one month to review the request prior to the start of advanced registration on November 7, 2011. The University has acquired a license to use the electronic portfolio provider, Taskstream, to support the general education requirements for incoming freshmen. Although Taskstream can also be utilized for other portfolio needs (professional portfolios, web-folios, capstones, etc.), this year’s license covers only incoming freshmen. Any non-freshman students or academic divisions wishing to use Taskstream this year for purposes other than the general education requirements would need to pay additional licensing fees. Taskstream should be operational in early October and training sessions for faculty and first-time freshmen will be scheduled in October.

IV. Other Reports:

a. Admissions: Karen Condeni reported the scheduling of several visit days, with 40 students (10% increase) expected for Engineering on this Saturday, September 24.

b. Arts and Sciences: Catherine Albrecht reported that Bill Trudeau was hired as the Executive Director of ESL Programs.

c. Business: Jim Fenton reported that the college is undergoing AACSB maintenance of accreditation with a peer review team visit next fall and a pre-visit this October. Current AACSB rules provide for maintenance of accreditation review every five years.

d. Engineering: Eric Baumgartner thanked all who helped the college celebrate its 130th year.

e. Pharmacy: Jeff Allison reported that the college was having its first meeting.

f. Law: David Crago reported that the law semester was off to a good start and the law alumni board would meet in conjunction with Homecoming activities.

g. Student Senate: Marsha McMunn reported on many activities and events including faculty orientation, freshmen move-in day, ice cream social, Senate awareness week, housing elections, and the ongoing budget and appropriations process.

h. Health Services Advisory Committee: Roger Young reported the ONU Health Screenings will be held on Wednesday, October 26th and Saturday, November 19th from 6 a.m. to 9 a.m. in the McIntosh Activities Room. A1C screening for diabetes has been added along with the availability of on-line preregistration. Emails containing additional information about the screenings will be sent out within a couple of weeks. The ONU Benefits Fair will be Tuesday, November 1st from 8 a.m. to 1 p.m. in the McIntosh Activities Room. Representatives from our benefits vendors will be there to answer questions along with representatives from local businesses and ONU HealthWise.
V. **Announcements:**

a. Harold Putt reported that the 9th annual Mathematics Shootout would take place on October 4 with 18 competing teams each comprised of 4 high school juniors.

b. Rob Waters reported Ohio Northern’s upcoming participation on an international panel dealing with “The AFL-CIO and the International Cold War: Problems, Paradigms, and Pragmatic Responses” to be held on October 7-8 at Ghent University in Ghent, Belgium.

c. Sherry Young reported that she and Jeff Allison, as Chair and Vice Chair of University Council, would be attending the University Board of Trustees meeting. She asked that anyone who had questions or comments for the Board to please communicate them to her or Jeff.

VI. **Questions for the President:**

a. Kevin Hill asked when the Vice President for Financial Affairs position was likely to be filled. The official search begins on September 21 with July 1, 2012 as the advertised start time for a new VP.

b. Dan DiBiasio reported that he was preparing for the Board of Trustees meeting and that “Life is good, most days, most ways.”

VII. **Unfinished Business:**

VIII. **New Business:**

a. Julie Hurtig, on behalf of the Academic Affairs Committee, presented a proposed amendment to Faculty Handbook Section 3.28, Awarding of Degrees (agenda Attachment A). The amendment would revise paragraph 3.28.5 and add paragraph 3.28.6. Paragraph 3.28.5 currently provides that students must earn at least 30 hours at the University in order to receive a degree. Due to the varying hours required for various degrees, the Committee selected the phrase “at least 25% of the course requirements for that degree” instead of a fixed number. Proposed new paragraph 3.28.6 provides for similar language with respect to a major, minor, or option for a degree. Eric Baumgartner noted that the new language did not apply to concentrations or to the CLS (Clinical Laboratory Science) certificate. Julie responded that the Committee did not include concentrations because of their close connection to majors (which are included) and that the Committee did not consider the CLS certificate. The amendment will be up for a vote at the next Council meeting.

b. University Council needed to select one of its members to be on the University Assessment Committee. Upon nomination by Catherine Albrecht, Jenny Walton was approved for the position by acclamation.

IX. **Adjournment:** Sherry Young adjourned the meeting at 6:24 p.m. Council will next meet on October 4, 2011.

Respectfully submitted,

Dexter Woods, Secretary