Ohio Northern University
MEMORANDUM

April 3, 2008

To: Faculty and Staff

Re: University Faculty Meeting

The regular meeting of the Faculty for April will be held Tuesday, April 8, 2008 at 4:00 p.m. in the Activities Room of McIntosh Center. The agenda is as follows:

1. Call to order.

2. Invocation - Dr. John Lomax


4. Unfinished business.

5. Questions for the President

6. Report from University Council - Professor Terry Keiser
   a. Nominations for Faculty committee at-large positions (Attachment A)

7. Reports of Constitutional Committees
   a. Budget and Appropriations - Dr. Nancy Woodley
   b. Academic Affairs - Professor Laurie Laird
   c. Student Activities - Dr. Andrew Roecker
   d. Personnel - Professor Indra Canagaratna

8. Reports of Operational Committees
   a. Committee on Athletics - Professor Thomas Simmons
   b. Cultural and Special Events - Dr. Laurie Bell
   c. International Affairs - Dr. Anne Lippert
   d. Religious Affairs - Chaplain Vernon LaSala
   e. Information Technology - Mr. George Gulbis

9. Other reports.


11. Announcements.


[Signature]
Dr. David R. Sawyers
Secretary
UNIVERSITY COUNCIL

Council approved a motion from the Personnel Committee to amend Faculty Handbook Sec. 2.17.4 Retirement – Emeritus or Emerita Policy (Attachment I)

The list of nominees for election to at-large positions is attached (attachment A). Nominations may also be made on the day of the election, May 13.

CONSTITUTIONAL COMMITTEES

Budget and Appropriations
Next meeting is April 2nd at 4 pm.

Dr. Nancy Woodley

Academic Affairs
No report

Prof. Laurie Laird

Student Activities
The committee met March 14th, 2008. Approved new student organization – Academy of Managed Care Pharmacy – Student Chapter. Received Student Organization Advisor’s Handbook from the Office of Greek Life, Student Activities and Leadership for review by our committee.

Dr. Andrew Roecker

Personnel
The Committee discussed issues relating to scheduling of individual appointments when representatives from TIAA visit the campus. Committee is currently drafting a conflict of interest policy.

Prof. Indra Canagaratna

Committee on Athletics
No report

Prof. Thomas Simmons

Cultural and Special Events
The next meeting will be on April 18, 2008, at 12 noon in McIntosh, Rm. 202.

Dr. Laurie Bell

Information Technology
No report

Mr. George Gulbis

Religious Affairs
The committee met Monday, March 31st at 2:00 p.m. and passed the following motion: “A Baccalaureate Service will be held in the Chapel on Saturday, May 17th after the Graduation Banquet in the evening.”

Rev. Vern LaSala

International Affairs
The next meeting will be April 21st at 1 pm in Dickey 115. This meeting will discuss two items: (1) The issues raised about the Shuhaibar award. (2) How we might provide cultural background training on international students for faculty and staff in the four colleges (other than Law).
Ohio Northern University
Nominees for Faculty At-Large Positions

University Council
Chair (1 position)

Scott Gerber
Sunny Zank

At-large members (3 positions)

Khalid Al-Olimat
Margaret Cullen
John Estell
Mike Lewis
Farhad Reza
Susan Schertzer
Kelly Shields
David Smith
Marjorie Walker

Operational Committees

Committee on Athletics (1 position)

Bob Carrothers
Tom Finn
Kevin Hill
Sandy Hrometz
Sami Khorbotly
Kazu Matsuda
Ray Schuck

Religious Affairs (1 position)

Peter Banfe
John Christoff
Alfred Cohoe
Adam Stienecker
Amy Stockert

Grievance Committee (3 positions)

Khalid Al-Olimat
Wei-Kian Chen
Steven Hundresmarck
Dennis Kratzer
John Lomax
Sue Montenery
Marjorie Walker

(over please)
Promotion & Tenure Appeals  (2 positions)

Khalid Al-Olimat
John Estell
Sandy Hrometz
Dave Retterer
Kelly Shields

Board of Appeals  (2 positions)

Wei-Kian Chen  
Howard Fenton
Kristen Finley
Sami Khorbotly
John Lomax

Deidre Myers
Sue Montenero
Christine North
JoAnn Scott

Review Committee on Dismissal of Faculty  (5 positions)

Robert Alexander  
Julie Hurtig
Louis Lobenhofer
Terry Maris
David Mikesell

Rob Scott
Hui Shen
Adam Stienecker
Amy Stockert
Srini Vemuru
Ellen Wilson

Hearing Committee on Dismissal of Faculty  (5 positions)

Jeff Allison
Amy Aulthouse
Joanne Brant
Alfred Cohoe
Bruce French
Jed Marquart
Michael Rider
Bryan Ward
Steve Veltri
Linda Young

Tuition Exchange Selection Committee  (1 position)

Khalid Al-Olimat
Joanne Brant
Cecily Crider
Laurie Laird
Deidre Myers
Adam Stienecker
Max Torres
Rob Waters
To: Professor Terry Keiser, Chair / University Council

From: Professor Indra Canagaratna, Chair / Personnel Committee

Date: 18th February 2008

Re: Changes to Faculty Handbook – Section 2.17.4

Please note: Underlined text in bold italics = New Language
Regular font = current language
Strikethrough text = deletions

2.17.4 A faculty member retiring from the faculty may be appointed “Professor Emeritus” or “Associate Professor Emeritus” if: Emeritus or Emerita Policy

Emeritus or Emerita status is conferred upon a faculty member or administrator following retirement or posthumously, if the individual is deemed worthy of this special recognition in the judgment of the appropriate academic, library, or administrative department with the concurrence of appropriate administrative officers and the president.

The judgment should be based on many or all of the following factors:

1. Length of service (except in special circumstances, a minimum of ten years);
2. Quality of teaching and research or performance in the administrative position(s);
3. Overall contribution to the University; and
4. Service to society beyond the University community.

The minimum requirements for consideration of faculty are the following:

A. The faculty member has been granted tenure at the university; and
B. The faculty member has served a minimum total of 10 years on the faculty of the University; and
C. The faculty member has retired from University service; and
D. The faculty member at the time of retirement holds the rank of full professor or associate professor. *(8/99)*

*(Current practice as of 8/28/89)*:

Procedure

Recommendations for conferment of Emeritus or Emerita status begin in the department of current service by a process established by that department. The nomination process must be commenced in a window of time from one to five years following the individual’s retirement or death. The procedure includes nomination of a retired faculty member who was either tenure-track or renewable track for emeritus status by a department. That nomination is forwarded to the dean of the college or director of the library who adds a recommendation at that level. The Vice
President for Academic Affairs reviews the file and makes a recommendation to the President. Included in the file are a copy of the nomination, the review by the department, a recommendation from the department chair, the recommendation from the dean and other material relating to reasons for granting the individual emeritus status. Normally, except in unusual circumstances there is a waiting period of at least one year following retirement before a nomination is acted upon. In the case of administrators who hold academic rank, the nomination process begins with the immediate supervisor. In the case of a president, it is the Board of Trustees which serves as the nominating and approving body. The Emeritus or Emerita rank is the rank held by the faculty or staff member at the time of retirement from the University. Emeriti faculty and staff are listed in the University catalog.

Following approval at the departmental level, the names are forwarded for concurrence through the administrative chain-of-command to the President, who may recommend Emeritus or Emerita status to the Board of Trustees for approval at the February meeting.

Rationale:
The Academic Affairs Committee of the Board of Trustees appoints a subcommittee to review recommendations for promotion, tenure, and granting of Emeritus or Emerita status. During the last meeting of the subcommittee some questions about the criteria used and the time frame within which the Emeritus or Emerita status is granted had been raised. Personnel Committee reviewed the current policy with respect to policies of other Universities and suggests the above changes.
The new policy

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Procedure

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Following approval at the departmental level, the names are forwarded for concurrence through the administrative chain-of-command to the President, who may recommend Emeritus or Emerita status to the Board of Trustees for approval at the February meeting.