Ohio Northern University

TO: Members of University Council
FROM: Sunny Zank, Chair S2
RE: Agenda for Meeting of March 31, 2009

The regular meeting of University Council will be held on Tuesday, March 31 at 5:30 pm in Dicke Hall Forum.

AGENDA

I. Minutes of March 17, 2009 meeting.

II. Reports from Constitutional Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Liaison</th>
<th>Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Budget &amp; Appropriations</td>
<td>Beaschler</td>
<td>Beaschler</td>
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<tr>
<td>b. Academic Affairs</td>
<td>Lomax</td>
<td>Laird</td>
</tr>
<tr>
<td>c. Student Activities</td>
<td>Roecker</td>
<td>Roecker</td>
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<tr>
<td>d. Personnel</td>
<td>Allison</td>
<td>Theisen</td>
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III. Reports from Operational Committees

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<thead>
<tr>
<th>Committee</th>
<th>Liaison</th>
<th>Chair</th>
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<tbody>
<tr>
<td>a. Athletics</td>
<td>Lippert</td>
<td>Simmons</td>
</tr>
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<td>b. Information Technology</td>
<td>Lippert</td>
<td>Gulbis</td>
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<tr>
<td>c. Cultural &amp; Special Events</td>
<td>Allison</td>
<td>Bell</td>
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<tr>
<td>d. International Affairs</td>
<td>Lippert</td>
<td>Lippert</td>
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<tr>
<td>e. Religious Affairs</td>
<td>LaSala</td>
<td>LaSala</td>
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IV. Report from Planning Council - Dr. Baker

V. Other Reports

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<tr>
<th>Committee</th>
<th>Liaison</th>
<th>Chair</th>
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</thead>
<tbody>
<tr>
<td>a. Vice-Presidents; Deans</td>
<td>Hamper</td>
<td>Hamper</td>
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<tr>
<td>b. Student Senate</td>
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<tr>
<td>c. Health Services Advisory Committee</td>
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<td>Ruble</td>
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<tr>
<td>d. Nominations Subcommittee (Attachment A)</td>
<td></td>
<td>Br. Ward</td>
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</tbody>
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VI. Announcements

VII. Questions for the President

VIII. Unfinished Business

a. Motion from Personnel Committee - Recommendation to amend Faculty Handbook Sec. 2.8.2., 2.8.3, and 2.4.2 Promotion and Tenure - Credit for Time in Service (Please see Attachment 1 to Agenda)

IX. New Business

X. Adjournment
Ohio Northern University

Nominees for Faculty At-large Positions

University Council

Chair  (1 position)

Michele Govekar
Sunny Zank

At-large members  (2 positions)

Khalid Al-Olimat
Bob Carrothers
Margot Cullen
Laurie Laird
Mike Lewis
Brian Myers
Amy Stockert

Operational Committees

Committee on Athletics  (1 position)

Russ Crawford
Sandra Hrometz
Sami Khorbotly
Mark Olah
David Raack
Roger Young

Religious Affairs  (1 position)

Khalid Al-Olimat
Peter Banfe
Wei Chen
Kristen Finley
Bill Fuller
Lou Lobenhofer
Shane Martin

Grievance Committee  (2 positions)

Bob Carrothers
Wei Chen
Jill Christopher
Margot Cullen
Howard Fenton

Dennis Kratzer
Brian Myers
Robin White
Jimmy Wilson

(over please)
Nominations (continued)

Promotion & Tenure Appeals (3 positions)

Rob Alexander
Khalid Al-Olimat
Jill Christopher
Margot Cullen
John Estell
Michele Govekar
Michele Govekar
Jed Marquart
Jonathan Pitts
Yousif Rojeab
Amy Stockert

University Disciplinary Board (3 positions)

Druann Bauer
Kim Broedel-Zaugg
Wei Chen
David Kisor
Jay Mager
Brian Myers
Kristie Payment
Kofi Nsia-Pepra
JoAnn Scott
Bryan Ward

University Board of Appeals (2 positions)

Joanne Brant
Sandra Hrometz
John Kanwit
Susan Schertzer
Kelly Shields
David Smith

Committee on Academic Conduct (5 positions)

Kim Broedel-Zaugg
Jill Christopher
Janelle Crossgrove
Bruce French
Jay Mager
Jed Marquart
Susan Montenery
Traci Moritz
Paul Nutter
Jonathan Pitts
Robin White
Ellen Wilson
Linda Young

Health Services Advisory Committee (1 position)

Jeff Allison
Karen Kier
Kazu Matsuda
Mary McWilliams
Ray Schuck
Marjorie Walker
To: Dr. Zank, Chair University Council  
From: Dr. Theisen, Chair Personnel Committee  
Re: Promotion and Tenure – Credit for Time in Service  
Date: 03-27-09

Attachment 1  
(Revised)

Faculty Handbook – Section 2.8.2 (Page 27)

2. Promotions in rank of faculty members shall be subject to the following minimal criteria, except as provided in paragraph 3 of this section, of academic degrees and experience:

A. For rank of Instructor:
(1) a graduate degree appropriate to the discipline.

B. For rank of Assistant Professor:
(1) a graduate degree appropriate to the discipline and three years of teaching experience/library service at a fully accredited institution of higher education, two of which shall have been at Ohio Northern University, or:
(2) an earned Ph.D. degree, or the highest degree recognized in the discipline, or otherwise achieved high academic distinction.

C. For rank of Associate Professor: (9/02)
(1) an earned Ph.D. degree, or the highest degree recognized in the discipline, and
(2) For faculty hired full-time prior to the 08/01/03, three years at the rank of Assistant Professor, two of which shall have been at Ohio Northern University.
For faculty hired full-time after 08/01/03, six years at the rank of Assistant Professor, two of which shall have been at Ohio Northern University. The computation of years of service at the rank of Assistant Professor shall include: (1) all regular academic terms, excluding summer, of full-time faculty service at the rank of Assistant Professor at Ohio Northern University and (2) credit given at the time of initial appointment for full-time teaching service at the equivalent rank of Assistant Professor at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and (3) credit given at the time of initial appointment for related prior experience.

D. For rank of Professor:
(1) an earned Ph.D. degree, or the highest degree recognized in the discipline, and
(2) seven years at the rank of Associate Professor, five of which shall have been at Ohio Northern University. The computation of years of service at the rank of Associate Professor shall include:
(1) all regular academic terms, excluding summer, of on campus full-time teaching service at the rank of Associate Professor at Ohio Northern University and (2) credit given at the time of initial appointment for full-time faculty service at the equivalent rank of Associate Professor at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and (3) credit given at the time of initial appointment for related prior experience.
Faculty Handbook – Section 2.8.3 (Page 28)

3. For purposes of promotion:
   A. Graduate degrees shall be in the field of the subject taught.
   B. Faculty in tenure track/tenured positions must also show evidence of effective teaching, scholarly activity, service to the University, and professional growth.
   C. Faculty in four-year contract positions must also show evidence of effective teaching, service to the University, and professional growth for promotion to Assistant Professor, Associate Professor and Full professor.
   D. It is also recognized that if in rare instances, an individual, while at ONU, has can achieve outstanding recognition in the field and has proved to be a superior teacher, or satisfies the minimum requirements stated above through either experience and or additional background, In such cases, exceptions to the minimum criteria may be considered.

Faculty Handbook – Section 2.4.2 (Page 17)

2. Tenure may be 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. In computing years of service in fulfillment of the probationary period, credit shall be given The computation of years of service in fulfillment of the probationary period shall include: (1) for all regular academic terms, excluding summer, on-campus full-time teaching service of full-time faculty service at the rank of Instructor or higher at the University, and (2) at the discretion of the Administration for up to three (3) years credit given at the time of initial appointment for full-time teaching service at the equivalent rank of Instructor or higher at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and/or (3) credit given at the time of initial appointment for related prior experience. Under extraordinary circumstances additional constructive credit may be given at the discretion of the administration in consultation with the dean and/or department chair. If not already granted before, the seventh contract will either grant tenure or terminate the employment of the faculty member. This seventh year will either be the first year of tenure or the last year of service. A faculty member may apply for tenure before the end of the probationary period. However, such applications would be approved only if extraordinary performance of duties has occurred during employment at Ohio Northern University. Early application and denial of tenure in itself does not terminate a faculty member at the University.

Rationale:
The changes reflect the need for a clarification and standardization of procedures crediting time in service and experience prior to coming to ONU. The current wording is not consistent and can provide various interpretations leading to misunderstandings. The request for clarification and standardization has been made by the faculty and administration. It should be noted that this is not a change in policy.