Ohio Northern University

TO: Members of University Council
FROM: Sunny Zank, Chair
RE: Agenda for Meeting of December 2, 2008

The regular meeting of University Council will be held on Tuesday, December 2 at 5:30 pm in Dicke Hall Forum.

AGENDA

I. Minutes of November 4, 2008 meeting.

II. Reports from Constitutional Committees

   a. Budget & Appropriations  Liaison  Chair
      Beaschler  Beaschler
   b. Academic Affairs  Liaison  Chair
      Lomax  Laird
   c. Student Activities  Liaison  Chair
      Roecker  Roecker
   d. Personnel  Liaison  Chair
      Allison  Theisen

III. Reports from Operational Committees

   a. Athletics  Liaison  Chair
      Lippert  Simmons
   b. Information Technology  Liaison  Chair
      Lippert  Gulbis
   c. Cultural & Special Events  Liaison  Chair
      Allison  Bell
   d. International Affairs  Liaison  Chair
      Lippert  Lippert
   e. Religious Affairs  Liaison  Chair
      LaSala  LaSala

IV. Report from Planning Council - Dr. Baker

V. Other Reports

   a. Vice-Presidents; Deans  Liaison  Chair
   b. Student Senate  Liaison  Chair
      Eagle  Eagle
   c. Health Services Advisory Committee  Liaison  Chair
      Eagle  Ruble

VI. Announcements

VII. Questions for the President

VIII. Unfinished Business

   a. Motion from Personnel Committee - Recommendation to amend Faculty Handbook Appendix 10. III Sabbatical Leave - Options Available to Applicants. (Please see Attachment I to Agenda of November 4, 2008)

IX. New Business

   a. Motion from Personnel Committee - Recommendation for addition to Faculty Handbook Sec. 2.13.7 Teaching Overloads. (Please see Attachment I to Agenda)

X. Adjournment
Attachment 1

To: Dr. Zank, Chair University Council
From: Dr. Theisen, Chair Personnel Committee
Re: Teaching Overloads
Date: 11-03-08

Addition to Faculty Handbook - 2.13

2.13.7 Teaching Overloads

In general, full-time faculty teaching a normal load (as outlined by 2.13.1) should be encouraged to engage in scholarship, research, professional activities, advising, committee work etc. Thus, full-time faculty teaching overloads should be discouraged. It is recognized, however, that due to unforeseen circumstances departments will occasionally need to offer courses for which the only qualified person available is a full-time faculty member who is already teaching a full load. Guidelines for full-time faculty teaching overloads are as follows:

1. This policy applies to courses taught for the entire term.
2. Full-time faculty should be limited to one course over-load per year.
3. The faculty signs a statement agreeing to teach the course.
4. The faculty statement is approved by the appropriate Chair, Dean, and the Academic VP.
5. The faculty member is given a course release the following term or is compensated at the faculty part-time rate.

Rationale:
The policy reflects current practice, but also clearly states that full-time faculty who are already teaching a normal load should be encouraged to engage in scholarship, research, professional activities, advising, committee work etc. However, occasionally faculty are needed to teach course overloads and a standard mechanism should be in place to guide the process.