

Minutes
24 October 2022
4:00 PM
University Faculty Senate
Shawnee State University

1. Call to Order

UFS President Mariah Woodward called the meeting to order at 4:00 pm.

2. Roll Taking

Secretary Sarah Ivers recorded the attendance as follows:

Thomas Piontek, Gene Burns, Thomas Bunting, Sandi Allen, Mikel Stone, Jennifer Scott, Ruby Gray, Andy Napper, Phil Blau, Ryan Walker, Adam Miller, Sarah Beam, and officers (Jim Reneau, Drew Feight, Dover Meyers, Mariah Woodward, and Sarah Ivers)

Bastien LeCouffe was absent.

3. Approval of Minutes

No changes requested, motioned by Dovel Meyers for approval and seconded by Thomas Bunting. Approved unanimously.

4. Approval of Agenda

No changes requested, seconded by Ruby Gray. Approved unanimously.

5. Announcements and Remarks from the Senate President Mariah Woodward

None

6. Treasurer's Report: Jim Reneau

No expenses as of meeting date, but some expenses coming related to UFS-SEA party. Report motioned for approval by Mikel Stone and seconded by Thomas Piontek. Approved unanimously.

7. Administrative Reports:

Jeff Bauer, President –

○ **General Comments:**

- *Health Team* is still operating and processing Covid cases. While there are very few reports this semester, it is suspected that there are cases that are not being reported. An uptick is expected at the semester draws to a close.
- *Vaccine Clinics* offered the Covid Booster (Moderna and Pfizer) and Flu shots for free to students and staff. Two events were offered, one week apart.
- Celebration of the *Lute School of Business* naming was held and considered to be a success.
- *Founder's Day* event was also successful.
- **Campus Master Plan:** An architect will be working with the local commissioners during a planning event. The New Master Plan will be submitted to the Board of Trustees in June of 2023. This will include both physical and academic development.

- **BOT Meeting:** Administration will discuss the policies that need updated related to HLC and accreditation at the November meeting. There will also be a discussion of the revenue shortfalls and how to close the revenue gap at the November BOT meeting.
- President Bauer invited senators and departmental faculty to forward questions they would like addressed by him and he would do so at upcoming UFS meetings.
 - Senator Gray asked about retirement incentives – there will likely not be another optional retirement incentive program for some time (approximately 5 years past between the first two).

Sunil Ahuja, Provost –

- **General Comments:**
 - Lute School of Business opening was a success
 - Discussed the sharing of Data (previously requested metrics) with Chairs and Directors. Enrollment related information specific to each program will be shared with the Departmental/Chairpersons soon for each respective area.
 - In the future, these should be available by September 15th of each academic cycle.
 - A meeting will be held November 9th at 1:00 pm to further discuss enrollment/financial concerns, etc. with faculty regarding the Academic Portfolio. All are invited to attend.

Jennifer Pauley, Associate Provost –

- **Update on J1 (Academic Affairs Committee meetings and action):**
 - Committee continues to meet on a weekly basis (Mondays)
 - Current priorities associated with registration are the student advising worksheets and advising trees. Faculty that notice any issues are asked to report them to members of the Academic Affairs Committee.
 - Priority Registration will be the next area of focus, including granting faculty access to see advisees that are not in their advising roster.
 - The issue of past graduates still being listed is also under review.
 - Degree Shopping is available to students, but not faculty – there is an effort to make this available/visible to everyone that needs access.
 - Census Reporting to Do and Portal sections have lists that do not match.
 - *Committee Members are Mariah Woodward, Paul Madden, Kim Inman, Ann Linden – should you need to reach out.*
 - Overall, software is still slow due to the amount of information and data it holds that is not relevant for most immediate needs. Matt Cram is working on this at the campus level and Rich Hawk will work with J1 on the software level to try to resolve this.
- **Registration Office:** Tami Sheets and other Administrative Staff are working to prepare a Master Plan that includes month to month tasks necessary for smooth registration/registrar processes.
- **Task Force for Retention and Completion:** Is reviewing data sets for specific populations on campus and will share information on FF to encourage changes that promote success in this specific population.
 - *If faculty have ideas on how to increase retention in this population, please share with M. Woodward, D. Summers, and the Deans.*

- **CCP Policy Adjustments:** Policy was sent to CCP mentors, noting different procedures and significant reduction of pay. Goal was to bring compensation in line with virtual observations (*note, this does not work for laboratory or new mentees*).
 - Faculty concerns: Policy is back dated and changed in procedure, Andy Napper expressed displeasure at the changes and lack of advance notice for pay reduction until after contracts have been signed.
 - Administrative Response (Sunil Ahuja and Jennifer Pauley): Pay was adjusted and is outside of the CBA agreement. Few faculty complete the documents but even those that do not are still paid. Provost Ahuja stated that pay for mentors was not generated in university funds for observation periods – did acknowledge that University collect tuition from CCP courses.
 - *This was later discussed by the UFS Executive Committee and with Keenan Perry (President of SEA).*

8. Announcements from the Senate Floor

Elizabeth Sullivan and Brandon Reed, President and Vice President of the Student Government Association, presented an SGA Resolution related to the establishment of a campus wide dead week. The resolution proposed that faculty would not be able to assign new assignments in the week prior to finals that were not already outlined in the syllabus.

Data was shared regarding student opinions.

UFS Faculty (Jen Scott, Dovel Myers, Jim Reneau, Gene Burns, Ruby Gray, etc.) discussed potential issues associated with the SGA resolution and gave Elizabeth and Brandon information for how to work in collaboration with UFS and SEA to move a proposal like this through the proper governance.

9. Committee and Director Reports

Mariah Woodward: The Executive Committee met to discuss a faculty member's request to change UFS bylaws and constitutional procedures. After consideration of the request, the UFS executive committee concluded that no changes were necessary.

Dovel Myers reported from Ohio Faculty Council that discussions took place at OFC regarding the shortage of Mental Health Providers in institutions and regarding concerns about the complaint processes on campuses. Dovel shared the policy used by SSU with members of OFC.

10. Unfinished Business

None

11. New Business

All course and program proposals (Items 11. A – 11. TT) were motioned to be bundled by Phil Blau and seconded by Andy Napper. Bundling was approved unanimously. No discussion followed. Drew Feight motioned for approval and Thomas Piontek seconded the motion. The approval of the bundled items passed unanimously.

12. Adjournment

Motion to Adjourn by Ruby Gray, seconded by Adam Miller. Approved unanimously and meeting was adjourned.