

Faculty Senate Minutes: November 19, 2015

Meeting called to order by President Follo at 3:00 pm.

Faculty Members Present: James Adabor, Hamed Attariani, David Benson, Cindy Berelsman, Joe Cavanaugh, Angie Clayton, Mark Cubberley, Dane Daniel, Jamon Flowers, Giovanna Follo, Lynn Franck, Dennis Hance, Marjorie Hess, Dave Hochstein, Diane Huelskamp, Stephen Jacquemin, Christine Junker, Steven Pedler, Teresa Richter, Courtney Simons, Nate Tymes, Guy Vandegrift, David Wilson

Faculty Members Unable to Attend due to Professional Responsibilities: Chuck Ciampaglio, Betsy Crites, Megan Faragher, Sharon Showman, Doni Wulandana

Other Individuals Present: Dean Jay Albayyari, Tyler Pottkotter

Dean's Report

The issue of program assessment has been the topic of a lot of conversation. Faculty members are not being asked to do anything that is not contractual, but the evaluations are important. The Higher Learning Commission accreditation process will be influenced by these assessment guidelines.

Faculty assistance with the assessment program is being sought. Mark Cubberley and Christine Junker will be assisting with the development of assessment measures for program outcomes. In many cases, our programs can piggyback on programs that exist on the Dayton campus, but the challenge will be for Associate's Degree programs and programs that are unique to the Lake Campus (Agriculture program, BTAS, Graphic Design, etc.).

Christine will speak later about the assessment workshop planned for tomorrow, November 20.

News from the Dayton campus is not good. The *Dayton Daily News* has reported recently that the Dayton campus is running a substantial budget deficit. Moreover, a Monday *DDN* story indicated that concerns have arisen regarding the hiring of an outside consultant in a way that violated state guidelines for such contracts. The Ohio Attorney General's office is now investigating this situation. (Well, we ARE constantly being told that higher education needs to operate more like a business...)

The Dean has been attempting to reinforce with the central administration that the Lake Campus operates according to a different formula than the Dayton Campus. There is not yet a sufficiently clear (and mutually agreed-upon) understanding of how the financial relationship between Dayton and Lake is to be structured. Ultimately, the object is for the Lake Campus to be able to operate completely on revenue generated by its own operations (i.e., to be financially self-sustaining). Once that objective is achieved, there will be an increased degree of independence from Dayton, and will allow decisions pertaining to Lake Campus operations to be made exclusively (or at least primarily) at the Lake Campus.

President Hopkins will be visiting the Lake Campus on **Tuesday, November 24**. He will be meeting with Lake Campus faculty and staff from 10:30-11:00 am. Please try to attend this meeting, we would like to have a good turnout for his visit.

Approval of Minutes

Approval of Minutes for September, 2015 meeting. Motion to approve by Joe Cavanaugh, seconded by Dave Hochstein. Motion to approve minutes carried.

Reports from Units

Joe Cavanaugh: Scheduling for Summer 2016 and Fall 2016 is ongoing. If any faculty members have scheduling requests or changes they wish to make, please get those submitted posthaste.

David Wilson: If anyone still wishes additional classes for summer, contact him ASAP.

Committee Reports

Academic Affairs/Curriculum

No report.

Faculty Affairs

The Faculty Affairs committee has held discussions on the upcoming program assessments. This will be covered under “Old Business” below.

Petitions

No report.

Budget & Long-Range Planning

No report.

Outreach

More than 100 people attended last month’s Caribbean outreach evening, it was a very successful event. No further events are scheduled for the remainder of the semester.

Technology & Library

Discussions are underway regarding the renaming of the library—the goal is to have a new name to accompany the re-opening of the facility. The word “library” will remain in the name, but the facility is also becoming a technology center. One possible name is “Library and Technology

Center” (LTC), suggestions for other names are welcome. Please have any suggestions delivered to the committee soon.

Governance & Bylaws

At the close of the 2014-2015 academic year, new Lake Campus bylaws were voted on and passed by the Lake Faculty; these have been sent to the relevant Faculty Senate Committee at the Dayton campus. That committee has suggested a few minor suggestions and requests for clarification; those changes have now been made. Upon approval by the Dayton Committee, the final version of the bylaws will need to be approved by the Lake Faculty.

Promotion & Tenure

The first round of voting for candidates for promotion has been held. Future meetings of the committee will be coming up soon.

New Business

Research Committee: The Research Committee has met and approved two proposals. If anyone has projects and wishes to apply for funding, please send requests to Dr. Jacquemin and the committee—information can be found on the Lake Campus Faculty Senate website. The deadline for internal program funding will be early in February, 2016.

Dr. Jacquemin will be hosting a workshop in either the 1st or 2nd week of February, focusing on how to write a grant proposal. Those interested in attending are encouraged to find an actual grant for which they would like to apply, and bring that information with them to the workshop. This will allow attendees an opportunity to make progress toward the completion of an actual proposal.

Christine Junker: Discussions are underway regarding the Evidence of Teaching Effectiveness documentation for the promotion and tenure process. We would like to add a section to the document that allows for the inclusion of teaching-related professional development activity (conferences, awards & recognition, etc.). At the present time, this requirement only applies to TET faculty.

The CTL is sponsoring a program for faculty interested in transitioning traditional lecture classes into active learning classes. We would like to see the Lake Campus get at least a couple of these, especially given the recent completion of the active learning classroom. The CTL has indicated that priority in awarding funding will be given to classes which are NOT YET active learning classes.

If you would like more information, please speak with Christine. Proposals for such courses will be forwarded to the Dean, and a determination will be made regarding which of these proposals will be submitted to Dayton. The deadline for submission is still being finalized, but proposals should be completed sooner rather than later. The first run of these courses will likely begin in

either Fall 2016 or Spring 2017, and classes approved *must* be run in the active-learning format for a minimum of four years.

Jamon Flowers has fliers regarding the new technologies available in the library; the existing space has been redesigned, computers and other tech equipment are now in place.

Lastly, regarding scantrons—there are now three options for grading scantron sheets. Faculty can run them themselves, or they can ask Jan to run scantrons for them (please allow a reasonable amount of time for her to complete this, just leave detailed instructions with her). Alternately, scantrons may be sent via inter-campus mail to Dayton (for those of you who like to live dangerously). If your forms survive the journey, Dayton pledges to return results to faculty within 2 hours of the time they receive them.

Old Business

Program Assessment

Mark Cubberley: The object of this process has been to make guidelines as transparent as possible.

The Faculty Affairs committee discussed this process. The goal was to simplify the documents in a way that made clear what individual faculty members/programs were responsible for. This has been done, and a document outlining the Lake Campus Program Reviews has been e-mailed to all faculty. Not all sections of those reports can be completed at this time, the focus will be on doing what can be done.

One area of concern (among many) is the collection of assessment data.

The first step in the process needs to be the completion of program reviews. If the reviews are completed this year, collection of assessment data will likely begin next year. The exact nature of assessment instruments will almost certainly vary from program to program.

One issue is that several programs have enrollment numbers that are so low that measuring only those in the program wouldn't yield a meaningful number of results. We may wind up assessing *all* students in these, classes, rather than focusing solely upon students who will be receiving a particular credential.

General education courses are being assessed separately. But we need to find opportunities to assess students who would be eligible for a particular credential, whether they receive it or not, in order to acquire meaningful numbers.

In order to successfully complete the ongoing accreditation process, we need program outcomes, and we need assessment tools. This will be something that will need to be tweaked significantly in future years, what we do this year will likely be only a starting point. It will involve striking a balance between providing sufficient detail, and doing so in a manner that does not require an exorbitant commitment of time & effort by individual faculty members.

Question regarding labs—will there be a separate assessment for them? Labs are tied to courses, if students meet program outcomes related to labs, those two things will go hand in hand.

For the Good of the Order

No announcements.

Adjournment

Motion to adjourn made by at 4:05 pm by Nate Tumes; motion seconded by Steven Pedler, motion to adjourn carried, meeting adjourned.