

FACULTY SENATE MEETING

December 17, 2021

Members present: Ryan Alverson, Kalyani Ankem, Jason Applegate, Rachel Banks, Janel Bloch, Michael Carrell, Suzannah Coaston, Christine Curran, Irene Encarnacion, John Farrar, Richard Fox, Kathleen Fuegen, Tracy Hart, Lisa Holden, Doug Hume, Ken Katkin, Kajsa Larson, Kevin Lotz, Phil McCartney, Dana Ripley, Robert Salyer, Patrick Schultheis, Lynn Smith, Laura Sullivan, Jose Saavedra Torres, Lynn Warner, Kimberly Weir

Members absent: Tracey Bonner, George Carpten, Ronnie Chamberlain, David Childs, Charlisa Daniels, Rhonda Davis, Jacqueline Emerine, Kebede Gemene, Steven Gores, Brian Hackett, Stephen Johnson, Jennifer Kinsley, Christopher Lawrence, Jitana Benton Lee, Chari Ramkumar, Sara Runge, Brittany Sorrell, Andrea Lambert South, Andrea Watkins

Guests: Ashish Vaidya (President), Matt Cecil (Provost), Grace Hiles (Faculty Senate Office), Terrance Anderson, Emily Detmer-Goebel, Maureen Doyle, Brooke Buckley, Dolores White, Alar Lipping, Suk-hee Kim, Diana McGill, Christian Sheehy, Brianna Marshall, Amanda's iPhone

Call to Order, Adoption of Agenda

The meeting was called to order by Senate President John Farrar at 1:05 pm with a quorum present. The agenda was adopted without additions or corrections.

Approval of Minutes

The minutes of the November 22, 2021 meeting were approved.

Guest Reports:

- **President (Ashish Vaidya):**
 - The president thanked everyone for an incredible semester. While challenging, he has noticed the vibrancy on campus, and students are grateful to be back in face-to-face classes. The plan is to continue to move forward, with a push for individuals to get the booster vaccine. Although other institutions are removing mask mandates, NKU is not.
 - Mr. Benjamin Figueroa has been hired to serve as the interim Vice President for Administration & Finance/CFO effective January 1, 2022. His appointment is for six months while NKU conducts a search for a permanent Vice President for Administration & Finance/CFO.
 - The budget memo will be sent out in January, rather than December. He will have more information from the upcoming legislative session. Requests include an increase in performance funding and asset preservation dollars.
 - An email was sent out about the 3rd Annual Student Success Summit to be held January 14.
 - He concluded his remarks by wishing everyone a safe and restful holiday season.
- **Provost (Matt Cecil):**
 - An email is forthcoming announcing Mr. Derrick Robertson as NKU's Senior Director of Undergraduate Admissions, effective January 4, 2022. He comes from the University of Cincinnati where he held the title Director of Recruitment for the College of Arts and

Sciences. His connection to the region will help with first year student retention. The provost thanked the search committee for their hard work.

- Semester accomplishments were shared at the recent President's Council meeting. The reports given directly aligned with student success and were very inspiring. He praised the campus community for the work being done in and out of the classroom, noting that we are making a difference even during COVID.
 - Spring enrollment numbers are encouraging, with a 4 percent increase currently. One troubling area is the retention gap for underrepresented minorities at 9.4 percent. A decision to waive the NKU admission confirmation fee for students showed a difference – in one day 45 students confirmed their attendance to NKU.
 - The Omnicron variant is the current COVID challenge, outcompeting the Delta variant in contagiousness, however, infections tend to be less severe. Vaccinations plus the booster are providing good protection. It is likely there will be another spike in cases over the next couple weeks, though the spike should not last long. NKU will follow this variant closely as preparations are made for spring semester.
 - He hopes to see many at commencement and wishes everyone a wonderful and restful break.
- **Faculty Regent** (Michael Baranowski):
 - He will have a report at the meeting in January after the Board of Regents (BOR) meets.
 - **SGA** (Daniel Myers):
 - The final SGA meeting of the semester was last Monday. SGA now has a quorum so they can begin planning events and student activities for next semester.
 - They distributed donations to the recent hurricane victims in Kentucky.

Officer Reports:

- **Senate President** (John Farrar):
 - He met with the interim Vice President for Administration & Finance/CFO, Ben Figueroa, who is interested in hearing faculty concerns. Mr. Figueroa will continue the practice of meeting regularly with the Budget Committee as Mike Hales previously did. Senate President Farrar plans to invite him to either a Senate or Executive Committee meeting to get to know everyone better.
 - Hybrid University Task Force subgroups continue to meet, including the one examining the services side of NKU, and the academic and flex work groups.
- **Vice President** (Kalyani Ankem):
 - Donations can be made on NKU's home page through "Make a Donation." Donations include scholarships, FUEL NKU, and any college.
- **Faculty Advocate** (Phil McCartney):
 - His current list of issues will be presented in spring semester.
 - Some faculty have conveyed their relief to him in getting through the semester.
 - He expressed his gratitude for the support he has received in his role as advocate.

Committee Reports:

- **Election Committee** (Greg Hatchett):
 - Elections were held for At-Large senators and for the Financial Exigency, Complaint Advisory, Peer Hearing, and Peer Advisory committees. (See attached list of results). Appreciation was given to the Elections Committee for their involvement and willingness to participate in this work.
- **University Curriculum Committee** (Richard Fox):
 - There is no report today from UCC.
- **Budget** (Janel Bloch):
 - The budget process will start in the spring. As in the past, the committee will be issuing a budget priority survey.
 - She will serve on the search committee for the new Vice President for Administration & Finance/CFO.
- **Benefits** (John Farrar for Charlisa Daniels):
 - The Faculty Development Awards' (FDA) letters have been distributed.
 - Benefits will work with Budget Committee Chair Bloch on the Parental Leave policy (currently in interim form) during spring semester.
- **Professional Concerns** (Kathleen Fuegen):
 - The committee will begin examining Section 14 of the handbook on grievances. There is considerable ambiguity on how a faculty member should file a grievance. Questions surrounding this topic include who may file a grievance; for example, current language implies only one person may file. How a conflict of interest is handled must also be addressed – if a person named in the petition is also involved in negotiating the matter with the person filing the grievance, then that would constitute a conflict of interest.
- **General Education** (Kimberly Weir):
 - The committee will accept new proposals in the new semester. All chairs received an email with details.
 - They will continue with the Gen Ed innovation proposals; this will become a subcommittee in the spring.

New Business:

- Voting Item: From PCC, Update to Appendix A of the Handbook to reflect BOR approved change to the “Administrators Returning to Faculty” policy. (2 attachments)
MOTION PASSES.
- Voting Item: From PCC, Revision to Handbook Sections 5.1.2 and 5.1.3, regarding promotion to Associate Professor and Professor. Replace “continuing” with “continued.” (1 attachment)
MOTION PASSES.

Announcements

- Nominations are sought for Faculty Senate leadership for AY 2022-2023: service from July 1, 2022 to June 30, 2023. These include officers, except for Parliamentarian and Faculty Advocate

(elected in May), and Chairs of standing committees, subject to their by-laws. Send nominations to John Farrar (farrarj1@nku.edu) or Grace Hiles (hilesg1@nku.edu).

- The Parliamentarian is appointed by the Faculty Senate president.
 - The Special Election meeting will take place immediately prior to the Senate meeting on January 31. Newly elected senators can attend that meeting to vote only; the regular meeting will occur after that.
 - Nominations are accepted from the floor.
- Senate President Farrar wished everyone a Merry Christmas/Happy Holidays as well as wishes for a safe, healthy, and relaxing break.

Adjournment

The meeting was adjourned at 1:57 pm.

Respectfully submitted,

Laura A. Sullivan
Secretary

Faculty Senate Election Results

Elections Committee: Greg Hatchett (Chair), Grace Hiles (Faculty Senate Office), Susan Brudvig,
Samuel Cho, Michael Waters, Philip Yannarella

At-Large Senators

College of Arts & Sciences

Janel Bloch
Tracey Bonner
Chris Curran
William Herzog
Edward Kwon

COHHS

Joseph Cress
Dolores White

COI

Andrea Lambert South

COE

Kimberly Yates

Chase

Ken Katkin

Committees

Financial Exigency

Junxui Zhou

Complaint Advisory

Ken Katkin
Nancy Campbell
Michael Waters
Susannah Coaston

Peer Hearing

Rick Boyce
Kimberly Yates

Peer Advisory

Suk-hee Kim

APPENDIX A

POLICY ON ADMINISTRATORS RETURNING TO FACULTY STATUS

An administrator with faculty tenure who is not covered by the Faculty Handbook or the Chair's Handbook may return to faculty status by resigning his/her position and having the resignation accepted by the appropriate vice president or the president in the case of vice presidents. The following conditions are applicable:

An administrator who has less than five (5) years of service may return to faculty status at a salary base to be determined according to the appropriate discipline and rank.

After five years of service as an administrator:

1. An administrator will be granted a one-semester's paid leave to prepare him/herself for other service to the University such as classroom teaching, special projects, etc. A description of the proposed project will be required to receive this leave, followed by a report on the project upon return to the University.
2. The administrator's salary will be reduced by 15 percent and his/her contract written for a ten-month period (if appropriate).
3. Any unused vacation days will be calculated and paid to the Administrator at the date of his/her last working day in an administrative capacity.

If an administrator has served in such a capacity for more than ten (10) years, he/she may be granted a full year of paid leave; the conditions listed above in Items 1, 2, and 3 will apply.

ADMINISTRATORS RETURNING TO FACULTY STATUS

POLICY NUMBER: ACAD-ADMINRETURNTOFAC

POLICY TYPE: ACADEMIC (NON-RESEARCH)

RESPONSIBLE OFFICIAL TITLE: PRESIDENT OF THE UNIVERSITY

RESPONSIBLE OFFICE: EXECUTIVE VICE PRESIDENT FOR ACADEMIC AFFAIRS & PROVOST

EFFECTIVE DATE: UPON BOARD OF REGENTS APPROVAL

NEXT REVIEW DATE: BOARD OF REGENTS APPROVAL PLUS FOUR YEARS –

SUPERSEDES POLICY DATED: 10/29/1992 – FORMERLY ADMINISTRATIVE REG. AR-II-2.0-3

BOARD OF REGENTS REPORTING (CHECK ONE):

☒ PRESIDENTIAL RECOMMENDATION (CONSENT AGENDA/VOTING ITEM):

☐ PRESIDENTIAL REPORT (INFORMATION ONLY)

I. POLICY STATEMENT

Administrators (see Definitions in Section III) with faculty tenure who are not covered by the Faculty or Department Chair Handbook or contract may return to faculty status by resigning their position and having it accepted by the appropriate Vice President or the President in the case of Vice Presidents. The following conditions apply:

1. An Administrator may return to faculty status at a salary based on the Administrator's academic and administrative experience, accomplishments, expertise, academic rank and standing in the discipline and the functions the Administrator will be expected to perform upon return to the faculty. In addition, the Administrator's salary will be within the salary range of faculty of the same rank in the Administrator's department/school and shall typically be no higher than the highest faculty salary in that department/school. Subsequent salary increases shall be based on annual performance evaluation as provided for in the Faculty Handbook. The individual's contract will be written for a nine (9)-month period (if on an academic year appointment) and be subject to the recommendation of the Provost and approval by the President.
2. If an Administrator has at least five (5) years of service at the University as an Administrator, the Administrator will be granted a one-semester paid leave to prepare for the faculty role. A description of the proposed work to be completed during the leave will be required to receive this leave, followed by a report on the work to be submitted to the Provost, or the President in the case of Vice Presidents, upon return to the University. The paid leave will be at the faculty salary determined in accordance with item 1 above.
3. Any unused vacation days will be calculated and paid to the Administrator at the date of the last working day in an administrative capacity.

An Administrator who has served in such capacity at the University for more than ten (10) years may be granted a full year of paid leave, and the conditions in items 2 and 3 above will apply.

Any Administrator who receives paid leave after returning to the faculty must reimburse the University for the leave if the Administrator does not remain in a faculty position within the University for at least one (1) year.

II. ENTITIES AFFECTED

Administrators, Faculty

III. DEFINITIONS

The following definitions (as stated in the [Employment Category Definitions policy](#)) apply.

Executive: The President, Provost, and all others who regularly serve as members of the President's Cabinet. The President may specifically designate an appointment in special situations.

Administrator: The head of a major organizational unit within the university, including Deans. For some reports and other specific purposes, Administrators also include Executives.

Faculty: Positions with formal academic appointments and other positions designated by the President/Provost. Employees in this category are primarily engaged in teaching and research. Examples include Associate or Assistant Deans, Department Chairs, Librarians, and full- and part-time faculty members.

IV. REFERENCES AND RELATED MATERIALS

REFERENCES & FORMS

Faculty Handbook - <https://www.nku.edu/academicaffairs/resources/faculty/handbook.html>

Department Chair Handbook - <https://www.nku.edu/academicaffairs/resources/faculty/handbook.html>

RELATED POLICIES

Employment Category Definitions:

<https://inside.nku.edu/content/dam/policy/docs/Policies/EmploymentCategoryDefinitions.pdf>

REVISION HISTORY

REVISION TYPE	MONTH/YEAR APPROVED
Revision	
Policy – Formerly Administrative Regulation AR-II-2.0-3	October 29, 1992

ADMINISTRATORS RETURNING TO FACULTY STATUS

PRESIDENTIAL APPROVAL

PRESIDENT		
Signature		Date 8/3/21
Ashish K. Vaidya		

BOARD OF REGENTS APPROVAL

BOARD OF REGENTS (IF FORWARDED BY PRESIDENT)	
☐ This policy was forwarded to the Board of Regents on the Presidential Report (information only) . Date of Board of Regents meeting at which this policy was reported: ____/____/____.	
☐ This policy was forwarded to the Board of Regents as a Presidential Recommendation (consent agenda/voting item) .	
☐ The Board of Regents approved this policy on ____/____/____. (Attach a copy of Board of Regents meeting minutes showing approval of policy.)	
☐ The Board of Regents rejected this policy on ____/____/____. (Attach a copy of Board of Regents meeting minutes showing rejection of policy.)	
VICE PRESIDENT AND CHIEF STRATEGY OFFICER	
Signature	Date
Bonita J. Brown	

PROMOTION

5.1 QUALIFICATIONS

In order to be promoted to a particular rank, the person seeking promotion must meet the requirements set forth in the sections that follow. In evaluating teaching effectiveness, scholarly and creative activity, and institutional and public service, the criteria established in Section 3, Evaluation, shall be applied.

5.1.1. PROMOTION TO ASSISTANT PROFESSOR

A person who is appointed as instructor and who completes the appropriate terminal degree as set forth in the initial contract of appointment and who is making satisfactory progress toward grant of tenure may be promoted to assistant professor effective with the next academic year (see Section 1.9.2., Assistant Professor).

5.1.2. PROMOTION TO ASSOCIATE PROFESSOR

A candidate for promotion to associate professor must hold an appropriate terminal degree, and must, in order of importance, be judged effective, as shown by appropriate evidence, in teaching, in ~~continuing-continued~~ scholarly and creative activity, and in ~~continuing-continued~~ institutional and public service.

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5.1.3. PROMOTION TO PROFESSOR

A candidate for promotion to professor must hold the appropriate terminal degree. In order of importance, the candidate must be judged very effective (as shown by appropriate evidence) in teaching, in ~~continuing-continued~~ high-quality scholarly and creative activity, and in ~~continuing-continued~~ significant institutional and public service, and must have attained professional recognition at the regional, national, or international level.

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5.2. CRITERIA AND PROCEDURES

The criteria and procedures specified in Section 3, Evaluation, apply to applications for promotion.