

**Ohio University Faculty Senate**  
**Agenda for Monday, January 24, 2011**  
**Room 145, Margaret M. Walter Hall, 7:10 p.m.**  
**Minutes Approved 2/21/11**

The meeting was called to order by Faculty Senate Chair Joe McLaughlin at 7:10 p.m.

In attendance:

**College of Arts and Sciences:** S. Patterson for E. Ammarell, K. Brown, C. Elster, J. Gilliom, S. Gradin, S. Hays, K. Hicks, D. Ingram, C. Kalenkoski, J. Lein, J. McLaughlin, R. Palmer, B.

Quitslund, L. Rice, W. Roosenburg. S. Wyatt

**College of Business:** L. Hoshower, T. Stock

**College of Fine Arts:** D. McDiarmid, M. Phillips, A. Reilly, E. Sayrs, D. Thomas

**College of Health Sciences and Professions:** M. Adeyanju, D. Bolon, M. Bowen

**College of Osteopathic Medicine:** H. Akbar, J. Wolf

**Group II:** H. Burstein, L. LaPierre for M. Sisson

**Patton College of Education and Human Services:** T. Franklin, A. Paulins

**Regional Campus—Chillicothe:** N. Kiersey, R. Knight

**Regional Campus—Eastern:** J. Casebolt

**Regional Campus—Lancaster:** P. Munhall

**Regional Campus—Southern:** D. Marinski

**Regional Campus—Zanesville:** J. Farley, M. Nern

**Russ College of Engineering:** B. Branham, J. Dill, J. Giesey, R. Pasic

**Scripps College of Communication:** B. Debatin, J. Lee, G. Newton, J. Slade, H. Kruse for S. Titsworth

**Excused:** B. Roach, T. Heckman

**Absent:** none

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**Overview of the Meeting:**

- I. Pam Benoit, Executive Vice President & Provost
- II. Stephen Golding, Vice President for Finance & Administration
- III. Roll Call and Approval of the October 18 and November 15, 2010 Minutes
- IV. Chair's Report – Joe McLaughlin
  - Ohio Faculty Council Report (Ann Paulins)
  - Updates & Announcements
  - **Upcoming Senate Meeting: February 21. 7:10 p.m., Walter Hall 145**
- V. Faculty Technology Advisory Group (FTAG)—Joe Slade & Phyllis Bernt
- VI. Promotion and Tenure Committee (P&T)—Joe Slade
- VII. Finance and Facilities Committee (F&F)—John Gilliom
- VIII. Professional Relations Committee (PRC)—Sherrie Gradin
  - Resolution on Early Retirement on Semesters (second reading deferred)
  - Resolution Faculty Fellowship Leave and Deferral for Curricular Reasons (second reading & vote)
  - Resolution on Role of Chairs/Directors in Responding to Professional Ethics Violations (second reading & vote)
- IX. Educational Policy & Student Affairs Committee (EPSA)—Allyn Reilly

- Resolution on adjustment of Catalog language to semesters and Catalog of Entry for Summer 2012 (first reading)
- X. New Business  
 XI. Adjournment

Bradley Evans from Student Senate announced that this year's campus beautification day would be April 16<sup>th</sup>. They hope to have 500 volunteers to work on projects throughout to community. Information and registration is available at <http://beautificationday.eventbrite.com/>.

**I. Pam Benoit, Executive Vice President & Provost**

Benoit reported briefly on four items:

- 1) It is no longer necessary to submit personal credit card statements for reimbursement.
- 2) MasterCard Pcards are now available in addition to American Express Pcards.
- 3) There have been concerns raised that departments and schools are not receiving as much prospective student data as they have in the past. This is due to the transition to PeopleSoft. Candace Boeninger ([boeningc@ohio.edu](mailto:boeningc@ohio.edu)) and Mike Williford ([willifor@ohio.edu](mailto:willifor@ohio.edu)) are helping programs gather information as necessary.
- 4) The Inter-University Council Provosts Committee will respond to the recent op-ed by Ron Stoll in the Columbus Dispatch. The goal is primarily to educate legislators about tenure.

**II. Stephen Golding, Vice President for Finance & Administration**

Golding stated that the purpose of his presentation was to put in context the cuts that we face, and to begin to outline the broad strategies that are being considered to address the cuts. Since 2003, there have been approximately \$60 million in budget cuts (in the last three years, primarily driven by the economic downturn). The projected budget cut for fiscal year 2012 is related to the projected 10% cut in the state share of instruction (SSI). As we move to responsibility-centered budgeting (RCB), a cut in SSI will be recorded as a cut in the revenues of academic units.

Golding outlined four principles that are guiding the current budget discussion: 1) All units must participate; 2) We must "right size" the university so we have a sustainable budget; 3) We must take a multi-year approach, particularly because RCB takes several years to phase in; and 4) We must diversify and increase our revenue streams in order to reduce our dependence on the SSI.

Because the SSI consists of three components — base SSI, the SSI supported by stimulus funds that will expire, and the lapsed SSI payment — a "10% cut" in SSI can be calculated several ways, as illustrated below (all examples refer to the Athens budget, but similar calculations apply for regional campuses):

<b>Scenario I: 10% cut in base and lapsed SSI, 100% cut in federal stimulus \$</b>			
	Current	Cut in \$	Cut %
SSI - Base	79,744,241	7,974,424	-10%
SSI - Lapsed Payment	7,640,709	764,071	-10%
SSI - Federal Stimulus	11,355,107	11,355,107	-100%
<b>TOTAL</b>	<b>98,740,057</b>	<b>20,093,602</b>	<b>-20%</b>

<b>Scenario II: 100% cut in federal stimulus \$, and 10% cut of total subsidy line</b>			
	Current	Cut in \$	Cut %
SSI - Total (Base + Lapsed + Federal Stim.)	98,740,057	9,874,006	-10%
SSI - Federal Stimulus	-----	11,355,107	-100%
<b>TOTAL</b>	<b>98,740,057</b>	<b>21,229,113</b>	<b>-22%</b>

<b>Scenario III: 100% cut in federal stimulus \$, 100% loss of lapsed payment, and 10% cut of base SSI</b>			
	Current	Cut in \$	Cut %
SSI - Base	79,744,241	7,974,424	-10%
SSI - Lapsed Payment	7,640,709	7,640,709	-100%
SSI - Federal Stimulus	11,355,107	11,355,107	-100%
<b>TOTAL</b>	<b>98,740,057</b>	<b>26,970,240</b>	<b>-27%</b>

These three scenarios represent 6.3% to 8.5% of the university general fund budget. On top of cut to SSI, the impact of inflation on the operating budget has to be included. The HEPI (higher education price index) is increasing faster than the consumer price index. These numbers are still being finalized, but the total will probably be between \$25-26 and \$35-36 million overall if inflation is included.

Golding noted that historically, the SSI has been an offset against tuition to maintain access. But recently, tuition has risen while the SSI has decreased in both real and constant dollars, so the relationship between tuition and SSI is diverging. In addition, despite a significant increase in enrollment, the per-student subsidy has gone down in both real and constant dollars. We are receiving fewer actual resources from the state to educate each student than we have previously. Our budget has been growing at the rate of the HEPI index, so it has been growing in real terms. This includes \$60 million that has been "repurposed." Academic unit budgets have increased 16.5%; administrative unit budgets have increased 13.52%. Administrative unit budgets declined by 3.17% if computing (OIT), foundation/advancement expenses to support the campaign, the budget reallocation to intercollegiate athletics, and Baker Center debt service are excluded from the administrative budgets.

The strategies to address these cuts include:

- 1) Non-personnel savings, such as new procurement systems, downsizing the fleet, cutting discretionary travel, etc.
- 2) Cost sharing, such as parking fees and employee health services. Parking is subsidized by \$400,000 from the general fund, and health benefit costs are expected to increase by \$4-5 million in the coming year.
- 3) Revenue generation: Deans are developing business plans for new revenue.
- 4) Voluntary staff reductions (both academic and administrative).
- 5) Reduction in administrative overhead charges to academic units.
- 6) Repurposing foundation funds for core mission.
- 7) Program redesign and involuntary staff reductions, including organization and unit redesign, and the elimination of workflow that is not essential to meet regulations.

Golding added that they want to identify as many cuts at the top of the list, so that the cuts at the bottom of the list are as small as possible. Deans are looking at which programs are revenue generating, which are essential to core mission of university, and which are essential to preserving competitiveness, with an emphasis on maintaining quality and core alignments. Deans are discussing this now with individual planning units. Assessment of quality and core alignment will be tied to OU's goal of becoming the "nation's best transformative learning community."

To address the SSI cut, OU will develop a non-personnel budget savings target, a revenue enhancements target, a personnel cuts target, and a deficit-financing plan (six year). The proposed timeline is as follows: FY2012, budget restructuring; FY2012-2016, move to RCB; and FY2016: sustainable budget model finalized. The overall goals of long-term budget planning include: the move to RCM; clear unit and institutional goals and objectives; institutional buy-in to strategy; clearly defined roles and responsibilities; establishing clear planning targets (e.g. billion dollar endowment, increase research funding, in-state/out-of-state target enrollments); and making auxiliary operations self-sustaining. We need to have an honest conversation about a private-public model. Can we afford research? If so, where?

**Charlotte Elster** asked whether these problems were specific to Athens, or were statewide. Golding responded that he had not done a detailed analysis of other institutions, but that this was a trend across the state. **Ken Brown** raised concerns that the assumed 10% cut in SSI might be too optimistic; and if 10% were too low, there was little time to plan for a higher cut because the state budget would not be released until mid-March. Golding responded that he is no longer hearing rumors of a higher SSI cut, and that 10% is the best number we have for planning purposes right now. It is important to get feedback and have our strategies in place by mid-March; Golding also stated that they are having internal discussions about planning if the cut is much higher than anticipated. **Ken Hicks** clarified that the SSI is about 20-25% of the total budget, and asked how much tuition would have to be raised to completely cover the cut in SSI. John Day responded that a 3.5% tuition hike generates approximately \$3.5 million. **Beth Quitslund** said that the argument for moving to RCB was clear, but noted that 2012-2016 were likely to be atypical in terms of the budget, both because of the economy and the switch to semesters, and asked how this might skew RCB numbers. Benoit responded that they have made predictions based on what other institutions have experienced while moving to semesters, and have tried to account for that; Golding added that one of the reasons it takes several years to move to RCB is to help smooth out any outlying data.

**Helaine Burstein** argued that it did not make sense to claim that cuts would be based on maintaining quality: cuts over the last several years have been so severe that quality has clearly already been compromised. Given the magnitude of the upcoming cuts, it was not clear that some departments could survive, let alone maintain quality. We should be telling the legislature that we *cannot* maintain quality if we have to make these cuts. Golding said that no area was untouchable when it comes to cuts, and that the overall strategy is a mosaic, to pull as many amounts as possible from non-core areas, but that you cannot deny that such cuts will impact quality. Ultimately we will get to program cuts. But you have to maintain high quality as a criterion when trying to make difficult decisions. We need to determine what the bottom line is: at what level of cut will we go to the Trustees and ask to run a deficit budget to maintain quality? Benoit added that academic support units (e.g. libraries, academic computing) would also say that their level of quality has diminished, but they keep trying to provide a successful experience to our students. **Burstein** said that it would be fairer to say that we are trying to lose as little quality as possible.

**Steve Hays** noted that by his calculations, since 2001 the amount per dollar that a student contributes to the general fund that actually goes to academics has declined to 76 cents. The upcoming cuts are in danger of damaging what is essential to the educational function of the university. Is there a certain point at which students will decide that not enough of their money is going toward education? Golding responded that he considers affordability all the time: tuition, fees, room, and board—the full cost of attending the institution. He wants to be sure that they have done everything they can to squeeze every efficiency from university so that if we ask for tuition increase, we will be confident that the Trustees will approve it. **Elster** raised the possibility of moving to a private model, and not accepting the SSI. Golding responded that the University of Colorado and the University of Virginia are two models to look at in this respect.

**LaPierre** said that in her department, the only thing left to cut is group II faculty, yet there has been an increase in the number of students who need to take classes in the department. How can we continue to offer the necessary classes? In addition, why can students not dictate where their fee goes: what if most students do not support the current level of subsidy for ICA? How can we convince students to come to Ohio University rather than Ohio State, if Ohio State is cheaper?

**Ken Brown** said that program cuts were clearly being considered, and asked whether Golding could provide assurances that the rules, regulations, and tenets in the faculty handbook would be followed; the handbook has a clear process that has to be followed if programs are going to be cut for non-academic reasons. Golding said that he has not read the handbook, but that he has not heard anything contrary to that.

McLaughlin then thanked Benoit for her recent email in defense of faculty.

### **III. Roll Call and Approval of the October 18 and November 15, 2010 Minutes**

A quorum was present. The October 18, 2010 minutes (moved by Franklin, seconded by Adeyanju) and November 15, 2010 minutes (moved by Franklin, seconded by Quitslund) were approved by voice vote.

### **IV. Chair's Report – Joe McLaughlin**

- Ohio Faculty Council Report (Ann Paulins)

- At the December OFC meeting, Paula Compton gave a presentation about the GI Promise bill, which grants credit for military training and experience. How credit might be universally recognized throughout Ohio is still being developed.

- At the January meeting, the council discussed the merits of indicating to current lawmakers and the new governor the importance of funding the USO and higher education in general. There was some consensus about indicating the economic value of education for workforce; Fingerhut may be part of presenting this information.

- At the next meeting, and STRS representative will meet with the Council to discuss proposed changes to STRS. This may impact any buyouts at OU.

- OFC will also respond to the Dispatch piece on tenure; send ideas for this response to Ann Paulins ([paulins@ohio.edu](mailto:paulins@ohio.edu)).

- Updates & Announcements

- About 300 ballots have been received about the Voinovich resolution; voting is open until the end of this week.

--McLaughlin reported on the advisory committee for residential housing: A decision will probably not be ready by February, because we need to know the state budget numbers first. Right now a scaled-back university project looks most likely, rather than a private-public partnership.

--Budget discussions like tonight will continue for months. We will begin having informal Wednesday lunches from noon to 1:00 in the Maggie Davis room in the Baker Center food court for the remainder of the quarter starting January 26. The Senate invites all faculty to join us for an informal discussion of budget issues, rumors, and strategies.

--The timeline for budget decisions is very tight: March 15<sup>th</sup> is the state budget announcement, OU draft budget recommendation will be released on the first day of spring quarter, and open forums will occur during that week. We will have an extraordinary faculty senate meeting on either 4/4 or 4/11 before final recommendations are announced. The details will be announced soon.

• **Upcoming Senate Meeting: February 21, 7:10 p.m., Walter Hall 145**

**V. Faculty Technology Advisory Group (FTAG)—Joe Slade & Phyllis Bernt**

Phyllis Bernt is co-chair of FTAG, the voice for faculty in the many technology initiatives occurring across campus. FTAG consists of 18 faculty members, and 8 ad hoc OIT members. It meets on a regular basis, and has created ad hoc subcommittees in response to particular issues (e.g. Blackboard). FTAG is also helping determine what the basic IT toolkit for faculty is given the current budget constraints, and how to encourage collaboration and the sharing of technology resources.

Representatives then discussed three main technology areas:

1) Centralization and access: Joseph Slade ([slade@ohio.edu](mailto:slade@ohio.edu))

Slade's group is working on larger questions of what happens when technology is centralized: who has access, and how is security preserved. They are currently working on a policy governing data protection. **Elster** said that as a heavy user of scientific technology, many of the issues discussed weren't relevant; Bernt and Slade responded that there is a real recognition that there are many different levels of user, and they are trying to address everyone's needs.

2) Blackboard: Greg Kessler ([kessler@ohio.edu](mailto:kessler@ohio.edu))

Kessler's group is looking at the long-term sustainability of Blackboard (at approximately \$500,000/year) and is investigating possible alternatives, including Moodle. Faculty are strongly encouraged to provide feedback about learning management systems and Blackboard at <http://bbsupport.ohio.edu/ideas/>. If you are interested in trying Moodle, contact Kessler to set up a test course. Slade also encouraged Blackboard users to call the help desk (593-1222) and let Kessler know of the problems so they can be documented.

3) Exchange transition: David Alexander ([alexandd@ohio.edu](mailto:alexandd@ohio.edu))

The transition to Exchange will be complete February 28<sup>th</sup>, and oak and the Oracle calendar will be retired. **David Ingram** asked what the benefits of Exchange were; Alexander responded that it was the industry standard. **Ingram** said that some difficulties were not being resolved quickly, such as not being able to include who was reserving a room when using the

calendaring system. **Franklin** added that not being able to receive adequate email quota limits was a problem, especially for faculty members teaching online courses. Senators were frustrated that in many cases, repeated requests for help resolving these issues were either not responded to yet or were turned down. Brice Bible said he would look into the help desk and email quota issues, and added that it was difficult to move forward from a very old email system.

If faculty have questions or feedback about technology, they are encouraged to contact the following:

General issues about academic technology:

Brice Bible (CIO): [bibleb@ohio.edu](mailto:bibleb@ohio.edu)

Phyllis Bernt (faculty, FTAG co-chair): [bernt@ohio.edu](mailto:bernt@ohio.edu)

Sam Girton (faculty and OIT, FTAG co-chair): [girton@ohio.edu](mailto:girton@ohio.edu)

Issues having to do with centralization and access to online systems:

Joe Slade (faculty): [slade@ohio.edu](mailto:slade@ohio.edu)

Issues related to Blackboard, Moodle or other Learning Management Systems:

Joan Wigal (OIT) [wigal@ohio.edu](mailto:wigal@ohio.edu)

Greg Kessler (faculty): [kessler@ohio.edu](mailto:kessler@ohio.edu)

Exchange (and other email issues)

David Alexander (OIT): [alexandd@ohio.edu](mailto:alexandd@ohio.edu)

The new SIS (Rufus Project) and the new University Portal:

Shelley Ruff (OIT, re: Rufus): [ruff@ohio.edu](mailto:ruff@ohio.edu)

Jay Beam (OIT, re: Portal): [beam@ohio.edu](mailto:beam@ohio.edu)

## **VI. Promotion and Tenure Committee (P&T)—Joe Slade**

No report.

## **VII. Finance and Facilities Committee (F&F)—John Gilliom**

Gilliom noted that F&F has many people on committees that are discussing budget issues. F&F is meeting every other week to gather information, and there are representatives on the parking and health benefit committees, on BPC, and on the facilities advising committee. All of these committees are advisory, so it will take lots of senators and faculty members to participate to make an impact.

**Brown** asked whether we could expect a parking fee and increased health care costs. Gilliom said those are a strong possibility. **Brown** also asked whether we would hold the line for what is in the handbook, particularly with regard to health benefits. McLaughlin responded that we are a legislative body whose role is to stand for the faculty handbook. **Joe Bernt** said it would be helpful to keep faculty informed, so that they can be ready to email and phone when necessary, and that if faculty benefits are cut and a parking fee instituted, administration should expect an equal decline in faculty work ethic.

McLaughlin responded that we have been pushing very hard the past several weeks for information. We really want to provide input, but we cannot do that if we do not know any of the details until mid-March. McLaughlin said he was dissatisfied with the level of detail we have so

far about budget planning, but that we heard more tonight than we heard a week ago. The open Wednesday lunches will be used to share information with faculty as well. It is critical to involve faculty as soon as possible because the list of items to cut is not going to be a menu to pick and choose from – everything on the list will be cut. We need to decide what our priorities are, and where we are willing to give.

**Brown** raised the concern that programs will be cut without following the requirements outlined in the faculty handbook. **McLaughlin** agreed, and said that if football is untouchable, we need to fight health benefits cuts. **Elster** asked whether progress had been made on a statewide health care pool for university employees. Progress on this has stalled, partly because health care costs in rural areas like Athens are more expensive than in urban areas, so urban universities are wary of taking on additional costs.

### **VIII. Professional Relations Committee (PRC)—Sherrie Gradin**

- **Resolution on Early Retirement on Semesters (Second Reading & Vote)**  
Deferred.

- **Resolution on Faculty Fellowship Leave and Deferral for Curricular Reasons (Second Reading & Vote)**

This resolution changes the Faculty Handbook to allow a faculty member who has been granted a leave at all levels (e.g. department, college, Provost), but is subsequently asked by their department to voluntarily defer leave, to begin accruing years toward the next FFL immediately. Legal Affairs has been consulted, and agrees that this resolution complies with the State Code addressing faculty leaves.

The resolution (moved by Burstein, seconded by Gilliom) was approved by voice vote.

- **Resolution on Role of Chairs/Directors in Responding to Professional Ethics Violations (Second Reading & Vote)**

In the Faculty Handbook, there are timelines for every layer of the grievance process except in the case of ethics allegations, where it just says that the chair will respond in a "timely manner." It has taken over a year for chairs to respond in some cases. Changing the timeline to 30 days is in line with other timelines in the Faculty Handbook.

The resolution (moved by Franklin, seconded by Quitslund) was approved by voice vote.

### **IX. Educational Policy & Student Affairs Committee (EPSA)—Allyn Reilly**

- **Resolution on Adjustment of Catalog Language to Semesters and Catalog of Entry for Summer 2012 (for first reading)**

This resolution consists of two parts: 1) A requirement that students entering in the summer of 2012 be required to follow the fall 2012 catalog; and 2) "Housekeeping" adjustments of catalog language to use semesters instead of quarters, including the number of developmental hours that may be applied toward graduation under semesters; the number of pass/fail hours that may be applied toward graduation; residency requirements under semesters; double degree credit requirements; class standing; and Dean's list requirements. There are also incidental substitutions of "semester" for "quarter" throughout.



A senator suggested that 12 semester credits might be a more accurate conversion for the number of pass/fail credits that can be applied to graduation. There was also discussion about keeping the six-week period before an "incomplete" converts to an F automatically; some senators argued an "I" should extend to the end of the next term, while others wanted to keep the shorter time limit. Senators should contact Allyn Reilly ([reillya@ohio.edu](mailto:reillya@ohio.edu)) with suggestions.

#### **X. Old Business**

- **A Resolution on Special Event Parking in Academic Building Parking Lots**

Withdrawn. McLaughlin noted that we are working on resolving parking issues for all faculty members who need access to academic buildings during special events.

#### **XI. New Business**

None.

#### **XII. Adjournment**

The meeting was adjourned at 10:00 p.m. (moved by Slade, seconded by Reilly).

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**Resolution on Faculty Fellowship Leave and One-year Deferral  
for Curricular Reasons  
Professional Relations Committee of the Faculty Senate  
Approved January 24<sup>th</sup>, 2011**

Whereas, faculty who defer Fellowship Leave for one year in order to support curriculum integrity within their department or unit are currently penalized for their good citizenship;

Whereas, a change in language would act as an incentive for faculty to consider deferral of one year for purposes of maintaining curricular integrity;

Whereas, it would help alleviate a backlog of Fellowship Leaves in departments and colleges;

Whereas, the state code 3345.28 does not prohibit this change because it references time between granted leaves ["A faculty member who has been granted professional leave shall complete another seven years of service at the college, university, or branch at which he is employed before he becomes eligible for another grant of professional leave at that college, university, or branch"];

*Be it resolved that* the language in the Faculty Handbook Section V. A. 2, 7, and 8 and the Endnotes be changed to the following [V.A. 1, 2, 4, 5, 6, and 9-18 do not change]:

#### **V. UNIVERSITY FACULTY FELLOWSHIP PROGRAM, RESEARCH GRANTS, AND**

## AWARDS

### A. University Faculty Fellowships

2. At the end of each seven-year teaching period at Ohio University, each tenured faculty member having faculty status shall be eligible for a University Fellowship leave. Department chairpersons accrue time toward eligibility in the same way as other members. All academic service to Ohio University will count toward eligibility performed. Every faculty member who has *been granted* a University Fellowship leave shall complete another seven years of service at Ohio University before he/she shall become eligible for another University Fellowship grant [1]. *When an approved leave is deferred for one year in order to maintain curricular integrity, eligibility starts after seven years of service from the date of original approval [2].*

7. A faculty member who does not wish to apply for a University Faculty Fellowship the year he/she becomes eligible or who is denied a University Fellowship for any reasons, will not lose his/her eligibility and may apply in the following years. If a faculty member is denied a University Fellowship for the convenience of the department, in spite of the fact that his/her proposal merits approval, *every effort will be made to ensure that this denial is not continued another year. In the case of a one-year deferral of an approved leave for purposes of curricular integrity, the next eligibility starts after seven years of service from the date of original approval.*

8. Upon completion of a University Fellowship leave, a faculty member starts accruing time toward eligibility for the award of his/her next University Faculty Fellowship as of the date of his/her resumption of normal academic duties. *Except under the circumstance noted above in the case of deferral for one year for the purposes of curriculum integrity (in which case the eligibility starts after seven years of service from the date of original approval),* he/she does not begin to accrue time toward another Fellowship while the Fellowship for which he/she is already eligible is delayed either voluntarily or through denial of leave.

#### Endnotes

[1] See Board of Trustees' policy amendment of October, 1977 providing implementation guidelines, Appendix A.

*[2] For purposes of official record keeping, when an approved leave is deferred for one year in order to maintain curricular integrity thereby triggering the start of the next eligibility at seven years after the date of original approval, the Chair/Director is required to provide both the Dean's office and the Provost's office with an official memo indicating that this action has been taken.*

[3] Example Leave Pay Schedule, for \$48,000 9-month salary:

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**Resolution on Responsibility of Chairs/Directors in  
Responding to Ethics Violations**  
Professional Relations Committee of the Faculty Senate  
Approved January 24, 2011

Whereas, in cases of apparent violations of professional ethics not involving Research Misconduct, the Faculty handbook specifically indicates fifteen (15) to thirty (30) day time limitations in which the College Dean, the College Professional Ethics Committee, the Provost, the Professional Relations Committee, and the accused must act on, investigate, or respond to the ethical misconduct allegations;

Whereas, the Faculty Handbook does not contain a defined timetable in which Department Chairs, School Directors, or Division Coordinators must investigate the allegations and attempt to resolve the problem between the complainant and the accused;

Be it resolved that, the language in the Faculty Handbook Section IV, L.2.b (Procedures in the Event of Allegations of Violation of Professional Ethics) be changed to:

Cases of apparent violations of professional ethics not involving Research Misconduct should be brought to the attention of the department Chair <sup>[1]</sup>. The Chair, possibly in consultation with faculty colleagues or a departmental grievance/advisory committee, shall investigate the allegations. The person accused of the violation of professional ethics will be informed of the charges *within thirty (30) calendar days* and be given an opportunity to explain his/her behavior. If the Chair is not satisfied with the explanation, the specifics of the allegations will be given *within fifteen (15) calendar days* to the person accused in writing. The person accused will have fifteen (15) days to respond to the Chair in writing and the Chair will attempt to resolve the problem. If resolution cannot be reached between the Chair, the complainant, and the accused *within fifteen (15) calendar days*, the Chair will forward the specific allegations of violation of Professional Ethics by the faculty member, along with appropriate documentation, to the Dean in writing. The faculty member accused will be given the option of submitting his/her explanation of the alleged misconduct in writing as part of the documentation submitted to the Dean at the same time. If the Dean, Chair, the complainant, and faculty member accused of the violation cannot reach a resolution of the matter within fifteen (15) *calendar* days, the specific allegations of violation of Professional Ethics along with appropriate documentation will be forwarded to the College Professional Ethics Committee. A final copy of the allegations will be given to the accused, and once the allegations are forwarded to the College Professional Ethics Committee, no additional charges can be added without beginning the process anew.

[1] Department Chair is equivalent to School Director, Division Coordinator at the Regional Campuses, or the Associate Director of the Voinovich School.

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**Resolution on adjustment of Catalog language to semesters and Catalog of Entry for  
Summer 2012  
Educational Policy and Student Affairs Committee  
January 24, 2011**

## First Reading

WHEREAS: The complications of advising and student record-keeping in the transition are difficult enough; and

WHEREAS: Many students take freshman and pre-freshman classes the summer before their formal first year of study;

BE IT RESOLVED: That students entering in the Summer Term of 2012 be required to follow the Fall 2012-13 Semester Catalog.

And,

WHEREAS: a number of policies in the Undergraduate catalog reflect the Quarter system that will be obsolete by Fall 2012;

BE IT FURTHER RESOLVED: that the following items be corrected as follows:

### 1. Developmental Hours

Catalog language (suggested changes are crossed out with substitute language in lighter font):

No more than ~~eight~~ **six** credit hours earned in developmental courses may be applied toward the total hours required for graduation. Developmental courses ~~include CHEM 115, ENG 150, ENG 150A, MATH 101, MATH 102, PECS 100, and UC 110, UC 110A, UC 110B, UC 112, UC 112A and UC 112B.~~ **are identified by a “D” at the beginning of the course number.** *Rationale: under quarters, 8 credits = 2 courses. In semesters 2 courses = 6 credits. A potential problem here is that only the following courses are Developmental under semesters: CHEM D015, ENG D150, ENG D151, MATH D005, MATH D300, MATH D301, MUS D099, a raft of OPIE courses (about 40), and UC D998.*

### 2. Pass/Fail

Catalog language:

No more than ~~twenty~~ **fifteen** hours earned under the Pass/Fail grading option may be applied towards total graduation hours. *Rationale: under quarters, 20 hrs. = 5 courses. Under semesters 5 courses = 15 credits.*

### 3. Residency Requirements for Graduation

Catalog language:

Residence credit is defined as any credit earned by regular enrollment at Ohio University on the Athens campus or any regional campus or by Ohio University Education Abroad, any approved student teaching, the Independent and Distance Learning Programs in the Division of Lifelong & Distance Learning, or any combination of these options.

Bachelor's degree:

You must earn a minimum of ~~48~~ **30** credit hours while enrolled at Ohio University, and you must earn a minimum of 50 percent of coursework taken to fulfill your major concentration in residence with resident credit as defined above. *Rationale: one academic year of credit = 48 under quarters, 30 under semesters.*

### 4. Earning a Second Degree

Catalog language:

If you plan to earn two bachelor's degrees, you may meet the requirements either simultaneously or successively:

1. To complete requirements for two degrees conferred on the same date, you must meet the requirements for both degrees and must have completed a total of ~~13 quarters~~ 135 semester hours of college work ~~or its equivalent (208 hours)~~, with a minimum of ~~five quarters~~ 45 semester hours of residence, or the equivalent, at Ohio University. When the two degrees are offered by different colleges, you must declare a major program in both colleges and meet the residence requirement the quarter in which the degrees are to be conferred.
2. If you have met the requirements for two degrees, as stated above, and want to have the degrees conferred in successive ~~quarters~~ semesters, you may do so without further credit or residence. For example, one degree may be conferred at the end of one ~~quarter~~ semester and application made for the second degree in a subsequent ~~quarter~~ semester.

### **5. I to F**

Catalog language:

Receiving an "I" means that the student has not completed the work required for a regular grade. The student must have the instructor's permission to receive the Incomplete. The student must complete the work within the first six weeks of his or her next ~~quarter~~ semester of enrollment or two years from the end of the term in which the grade of "I" was given, whichever comes first, or the "I" converts automatically to an "F." The instructor may request a one-time extension to the end of the ~~quarter~~ semester by completing a request for the extension through the Registrar's Office. When the student applies for graduation, any Incompletes on the record will be calculated as "F" grades for the purpose of determining eligibility for graduation and will be converted to "F" upon graduation.

### **6. Student Standing (Freshman, Sophomore, Junior, Senior)**

Current catalog:

Your student standing—or year in college—is determined by your total number of ~~quarter~~ semester hours earned. Freshmen have completed 0 to ~~44.9~~ 29.9 hours; sophomores, ~~45~~ 30 to ~~89.9~~ 59.9; juniors, ~~90~~ 60 to ~~134.9~~ 89.9; and seniors, ~~135~~ 90 and over.

### **7. Dean's List**

Current Catalog:

The Deans (*sic*) List, compiled quarterly, includes the names of all students whose GPA for the quarter is at least 3.5 for a minimum of 16 quarter hours of credit earned, including at least 12 hours attempted for letter grades that are used to calculate your GPA.

**Suggested change:** The Dean's List, compiled ~~quarterly~~ at the end of each semester, includes the names of all students whose GPA for the ~~quarter~~ semester is at least 3.5 for a minimum of ~~16~~ 15 semester hours of credit earned, including at least 12 hours attempted for letter grades that are used to calculate your GPA. *Rationale: 15 will be the minimum hours required per semester to graduate in four years. It was decided to require generally 4 courses (12 hours) for letter grade for the Dean's List rather than only 3 (9 hours).*