FACULTY MEETING MINUTES  
(Attachment A)

DATE: October 28, 2014  
TIME: 11:00 am.  
PLACE: BSC 336  
PRESIDING: James Callaghan, Vice-President for Academic Affairs

1. Invocation by Will Mullins, Chaplain

2. Minutes, September 23, 2014 meeting amended to reflect, Item 8- comments made by VPAA regarding General Education approval process. Approved as amended.

3. Agenda October 28, 2014 meeting approved.

4. United Way. Meg Deedrick, Executive Director of United Way discussed how the dividends of past investments were divided. Ms. Deedrick introduced Emily Crist, the head of the Scholarship Central program at John Glenn High School, a program that prepares high school students for the college experience. Both thanked the faculty for their time, previous investments, and requested continued assistance with future endeavors.

5. President’s Report. President Steele reported that the Board meeting in October was very successful. Lois Zook-Gerdau has been named the Educator of the Year by the Muskingum Watershed Conservancy District. Paul Szalay and students delivered a great presentation at the Board meeting. Jean Morris and Sandra Alzate were thanked for their Board presentations. The choir, directed by Zeb Highben, sounded fabulous and did a wonderful job. President Steele announced that Bylaws 1, 3, & 6 were approved by the Board. The Code of Regulation changes were also approved. The Board noted the faculty’s concern regarding the 30-day notification. This notification will now be made to the Faculty Executive Secretary who will then report 30-day notifications to the faculty. All sabbaticals proposed for the 2015-2016 year were approved. New Board members announced. The President updated faculty on important news from HLC. The university has been approved by HLC to offer all courses and programs online without any need for additional reporting or a site visit. This was made possible due to the track record of the MISST program, the excellent result of HLC site visit and report, and the financial stability ranking of Muskingum University by the U.S. government. Sector I will remain the same. Sector II will be in a position to open up the new programs.

6. Reports, General Education Task Forces

   - Academic Programs Task Force. -- Dr. Rick Nutt
     Dr. Rick Nutt stated he had no report.
   - LAE Task Force. -- Dr. Paul Szalay
     Dr. Paul Szalay stated they continue to review the LAE assessment reports. They hope to be done by the end of the semester and to make a report thereafter.
   - General Education Learning Outcomes and Assessment. -- Dr. Todd Lekan
     Dr. Todd Lekan stated they are working on the new assessment plan and learning objectives for General Education. Reminded faculty of the Faculty Forum set for 11/11/at 11:00am.
7. Undergraduate Curriculum Committee Recommendations -- Dan Wilson, Registrar
Dan Wilson reminded faculty that registration started yesterday for Seniors. Please remind students of the registration periods.

   A. Consider proposal from the Psychology department to add a minor in Pre-Social Work to the permanent offerings. Approved.

   B. Consider proposal from the Health Science department to modify the restriction that prohibits students from double majoring in health-related programs so as to permit double majors under specific circumstances. Approved.

8. Report, Faculty Executive Secretary. Dr. Stephen Van Horn stated it was a great Board meeting. The new library is a large building and the layout and feel is very nice. The only thing that is familiar from the old library is the main stairwell. Code of Regulations discussed at Board meeting and the concerns of the faculty regarding the 30-day process. Part of the Faculty Executive Secretary’s new responsibilities will include informing the faculty of any 30-day matters. It was discussed at the Board meeting that there are fewer Category 5 students coming in. References have begun to be made to Sector II funding as a virtual endowment, bringing in approximately $100 million in revenue. Board members Walter Young and Don Plumbly wanted to thank faculty and staff for making sure every student had the ability to get the resources they needed to graduate. VP of Enrollement Jeff Zellars had stated that 1/3 of the new students are here because of the new programs.

9. Report, Vice-President for Academic Affairs. Dr. Callaghan announced that International Learning Grant applications are due the end of October. Faculty Development Grants applications will be due in February. November 3 current year class schedules will be distributed electronically to Div/Dept Chairs. Evaluation process dates announced: Div Chairs to Faculty – November 10; Faculty to Div Chairs – Nov 13. 2nd/4th year reviews due October 17th to Div. Chairs. 2nd/4th year reviews due to VPAA Nov 10.

10. Announcements. Reminder regarding transfer students. There are two groups, the LAE group and the Transfer Module group. Please pay attention to which group the student is in and that they have competed the transfer module. New advisor is to sign that they have completed the transfer module and must notify the Registrar when it is completed. Musical Theatre Ensemble will perform Saturday at Brown Chapel. Concert Choir performs with YouthFest on Sunday at 3:00pm in Brown Chapel.

11. Adjourned 11:46am.