MUSKINGUM COLLEGE

FACULTY MEETING AGENDA

DATE: April 21, 2009
TIME: 11:00 a.m.
PLACE: BSC 336
PRESIDING: Paul Reichardt, VPAA

1. Invocation -- Dr. Gosnell

2. Minutes of March 17, 2009 meeting (attached)

3. Agenda of April 17, 2009 meeting

4. Report -- President Steele

5. Curriculum Committee
   -- Dr. King, Dr. Morris, Dr. Osgood
   Dr. Perera, and Ryan Worbs
   A. Proposal to approve, in principle, external evaluation of capstone papers, projects, and performances
      Students whose capstone work is judged exemplary by the evaluator will receive a transcript
      notation “with distinction” for the capstone work. (attached)
   B. Proposal to
      a. Add SOCI 34X: Gender, Film and Society (3 credit hours) to the permanent offerings (attached)
      b. Remove SOCI 341: Sociology of Women and Men (3 credit hours) from the permanent
         offerings. (attached)

6. Professional Development Committee -- Dr. Szalay
   A. Proposed revision to Bylaw VII.B in the Faculty Handbook (attached)
   B. Proposed revisions to Section 110 of the Academic Policies and Procedures (attached)

7. Report -- Dr. Lekan, Faculty Executive Secretary

8. Report -- Dr. Reichardt

9. Adjournment

Reminders:
   April 28 Faculty Forum - IBA
   April 29 Classes End
   April 30 Study Day -- No Classes
   May 1 10-11 Sabbatical Intent Proposals Due to Chair, Coordinator, and VPAA
   May 1-7 Final Exams (excluding May 2 & 3)
   May 7 Graduate Commencement Ceremony
   May 9 Undergraduate Commencement Ceremonies
   May 11 May Term Begins
   May 12 Add/Drop Ends for May Term - 5 p.m. (May Term Enrollment Census)
   May 13 Final Spring Semester Grades Due to Registrar
   May 15 Faculty Award Nominations due
   May 19-21 Muskie Preview Dates
   May 30 MAP Spring II Classes End
   June 5 May Term Final Exams
   June 9-11 Muskie Preview Dates
   June 10 May Term final grades due to Registrar
MUSKINGUM COLLEGE
FACULTY MEETING MINUTES

DATE: Tuesday, March 17, 2009
TIME: 11:00 a.m.
PLACE: BSC 336
PRESIDING: Dr. Paul Reichardt, Vice President for Academic Affairs

1. The meeting was called to order by Dr. Paul Reichardt, Vice President for Academic Affairs.

2. Dr. Peter Gosnell gave the Invocation.

3. The minutes of the February 17, 2009 meeting were approved.

4. The agenda of the March 17, 2009 meeting was approved unanimously.

5. Proposal for the 2010-2011 Undergraduate Academic Calendar was submitted. After discussion, the calendar was approved by voice vote with 1 negative vote.

6. Report from Dr. Anne Steele:

A group of 10 faculty and 2 staff have been asked to research how the names College and University are used around the world. The impact on a global perspective will be investigated. So far, the campus is supportive of the change. Muskingum currently experiences hurdles because of the current name. In the British system, high school is called college. Nowhere else in the world does the word college mean a Baccalaureate Degree institution. Recruiting and relationships with universities abroad is therefore difficult. So far, alumni are not sure about the change. It is an emotional issue for them and they are being reassured that is not a change in the mission, just a name change.

The economy has deteriorated since January and since the mid-year state of the college address. Economists are not optimistic. There has been a 10% drop in our endowment since January. Other peer institutions have net endowments of 0. John Carroll University is cutting salaries and has placed a freeze on salaries until the 2010-2011 academic year.

For Sector 1, applications remain strong and are tracking with last year. We will see an impact, but have no data to guide us. Sector 2 is critically important and will soon create more income than our endowment. Faculty have contributed many good ideas and that is making all the difference. There are 3 new licensure programs: TECOL, Literacy Specialist, and MAE Best Practices. ODE has merged with OBR at the state level. New development options in MAP are encouraged. The RN to BSN Program will start in a couple of weeks with at least 10 students. Operating budgets will not be cut, but we need to live within them. Expenses across units are a problem. Jim Wilson oversees all facilities. If something is broken, call whoever is needed in physical plant. If change in facilities is considered, call Kevin Wagner, who will estimate costs. Units are not allowed to impose fees for services except for set-up.

7. The candidates for baccalaureate degrees (pending completion of all requirements at the end of the Spring 2009 semester) were presented. Mr. Wilson explained that those listed may not complete all degree requirements. The vote will be to approve all on the list who complete requirements and those who in future may apply. The names and any future additions were approved by voice vote unanimously.

8. Upcoming workshops:
- Sabbatical Seminars: Brian Bergstrom and Rick Nutt will explain their research topics and discuss their experiences while on sabbatical.
- Academic Advising: Alistair Hattingh and Leigh Range will discuss results of a recent survey of students about their advising experience.
Faculty Affairs Committee Report

Three names were presented for Honorary Degrees:

Robert A. Boardman for Doctor of Humane Letters
Frank G. Helman for Doctor of Humane Letters
Keith Campbell for Doctor of Humane Letters

All have ties with Muskingum and they all will bring interesting perspectives about current events to Commencement. The Honorary Degrees were approved by voice vote with 1 abstention.

Report from Todd Lekan, Faculty Executive Secretary:

A Faculty Forum is scheduled for the Friday, March 20 at 3:30 p.m. in BSC 336. The Liberal Arts Essentials curriculum will be the topic. Please bring your catalogs.

Report from Dr. Reichardt:

Amy Bosworth, Assistant Professor of History, and David Rodland, Assistant Professor of Geology has been hired as the result of searches.

Laura Hilton has been selected for the Silberman Seminar at the Holocaust Museum in Washington, DC this summer. Melissa Conroy has been selected to participate in the Wabash Summer Workshop where 15 faculty were selected from institutions nationwide to discuss student and pedagogy learning. Linda Morrow was selected as Educator of the Year in 2008; Donna Edsall was selected for a prestigious seminar on Hesiod and Homer last year; and Donna Newberry was inducted into the Softball Coaches Hall of Fame. These external recognitions are important to the College.

An initiative has been started regarding Distinction in Senior Seminar. This will give students the ability to have their work reviewed by an outside evaluator to confirm excellence. This encourages students to produce high quality work.

Bil Kerrigan, Associate Professor of History and College Historian, reported that 172 years ago tomorrow Muskingum College obtained its charter from the State of Ohio.

Meeting adjourned at 11:45 p.m.

Submitted by Danielle White, Administrative Assistant to the VPAA.
Strengthening Incentives and Rewards for High-Achieving Students

Distinction in the Major Capstone Experience

Rationale for this Initiative:
1. Motivate students to excel in completing the requirements of their academic majors(s)
2. Provide an opportunity for students whose overall GPA does not qualify them for Latin honors at graduation to earn recognition for demonstrable excellence in their major field. Students earning Latin honors are also eligible for distinction in the major capstone experience.
3. Expand awareness of Muskingum’s students’ excellence within the regional academic and professional community.
4. With the assistance of Muskingum faculty, provide students of exceptional ability with the opportunity to have their capstone paper, project, or performance reviewed by an external evaluator.
5. Enhance students’ chances of receiving graduate fellowships and assistantships by making the quality of their capstone work known to evaluators through contact with external evaluators in their field of study.

Sample criteria for earning the designation “Distinction” for work in a capstone experience in a major department or interdisciplinary field:
1. Maintain a grade point average established by the major department or interdisciplinary field for all courses in the major curriculum. A minimum grade point average for all majors will be established by the faculty.
2. Complete a senior paper, project, or performance that is judged to be outstanding by the major department and by an external evaluator who is selected by the major department or interdisciplinary program.
3. The curriculum vitae and contact information for each external evaluator are forwarded by the major program to the appropriate Division Coordinator and the VPAA.
4. The external evaluator will submit a written review or report which describes the quality of student project, paper, or performance to the department chair, who will then share the report with the Division Coordinator and VPAA. If the report confirms the quality of the student’s work as exemplary, the designation “With Distinction” will appear on the student’s transcript in addition to the grade for the capstone course.
5. The external evaluator will receive a modest stipend for reviewing the student paper, project, or performance.
Curriculum Change Proposal Form

1) Unit proposing the change: Sociology/Anthropology

2) Please check all appropriate items:

<table>
<thead>
<tr>
<th>New Course:</th>
<th>Course Change:</th>
<th>Course Deletion:</th>
<th>Program Changes:</th>
<th>New Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>X New Course Creation&lt;sup&gt;2&lt;/sup&gt; (include title, credits, description, etc.)</td>
<td>□ Number (within level), title, description, pre-req change&lt;sup&gt;1&lt;/sup&gt;</td>
<td>□ Remove a Course&lt;sup&gt;2&lt;/sup&gt;</td>
<td>□ Change to Major&lt;sup&gt;1&lt;/sup&gt;</td>
<td>□ New Degree&lt;sup&gt;1&lt;/sup&gt;</td>
</tr>
<tr>
<td>□ Course to be Cross Listed&lt;sup&gt;2&lt;/sup&gt;</td>
<td>□ Add to LAE&lt;sup&gt;3,4&lt;/sup&gt;</td>
<td>□ Remove a course that is currently in the LAE&lt;sup&gt;4&lt;/sup&gt;</td>
<td>□ Change to Minor&lt;sup&gt;1&lt;/sup&gt;</td>
<td>□ New Program in principle&lt;sup&gt;4&lt;/sup&gt;</td>
</tr>
<tr>
<td>□ Course to be included in LAE&lt;sup&gt;3,4&lt;/sup&gt;</td>
<td>□ Remove from LAE&lt;sup&gt;4&lt;/sup&gt;</td>
<td>□ Change to LAE (change to the LAE itself)&lt;sup&gt;4&lt;/sup&gt;</td>
<td>□ New Program with curriculum&lt;sup&gt;4&lt;/sup&gt;</td>
<td></td>
</tr>
<tr>
<td>□ Course included in Major/Minor Requirements&lt;sup&gt;1&lt;/sup&gt;</td>
<td>□ Change in Cross-List Status&lt;sup&gt;2&lt;/sup&gt;</td>
<td>□ Add a Minor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Special Course or non-credit workshop&lt;sup&gt;5&lt;/sup&gt;</td>
<td></td>
<td>□ Delete a Major or Minor&lt;sup&gt;4&lt;/sup&gt;</td>
<td>□ Change to Degree Requirements&lt;sup&gt;4&lt;/sup&gt;</td>
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<sup>1</sup> Curriculum Committee receive & report to faculty
<sup>2</sup> 30 day faculty review required
<sup>3</sup> LAE assessment plan with assessment committee review required prior to CC consideration
<sup>4</sup> Full faculty approval required
<sup>5</sup> Curriculum Committee for action, approval published to faculty

3. Proposed term of initial offering or implementation date: Fall 09

Please provide the following information here or attached:

a. recommended level: FR SO JR SR

b. credit hours: 3

c. title: Gender, Film and Society

d. requirements it will satisfy: (major, minor, LAE, licensure): major, minor, gender minor

e. prerequisites or other special conditions: Soci 101 Perspectives in Sociology

f. description of change:

See below.

g. proposed catalog description:

34x. Gender, Film and Society (3) applies sociological lens to gendered aspects of film and their societal correlates. Prerequisite: 101.

h. justification for change:

For both professors teaching it, the course has evolved toward the utilization of film as a reflection of gender in society, in part to avoid duplication with gender units in other sociology and anthropology courses. This proposal should stand independently of a separate campus initiative to develop a film minor, but the course would be a candidate for that minor, should the proposal be accepted. Copy of projected syllabi is attached.

Revised 3/13/08
i. staffing considerations:
   (1) can be taught by present staff ___ X ___
   (2) will require additional staff ___

j. anticipated frequency of offering:
   (1) every semester ___
   (2) once a year ___ X ___
   (3) alternate years ___

k. resources (facilities, equipment, supplies, library materials, etc.)

5. Signatures:
Department Chair: ____________________________
(please attach department discussion summary)
Date: 3 / 6 / 09
Department Vote:
in favor 3  opposed 0  abstentions 0

Division Coordinator: _______________________
(please attach department and division discussion summaries)
Date: 3 / 10 / 09
Division Vote:
in favor 15  opposed 0  abstentions 0

Summary of Division Discussion
The faculty members of the Sociology Department have been moving into the use of film and videography for the past several years as a way to approach course material; as part of that trend they created a new course a couple of years ago, “Visual Sociology.” The present proposal further strengthens this pedagogical direction. The way they have been teaching the course “Sociology of Men and Women” has been to use film ever more extensively. It has essentially morphed into a film course. Rather than change the name and description of that old course to reflect the new way it is taught, it was felt that a better approach would be to remove the old course and number from the curriculum and replace it with a new course. Hence this proposal.

The Social Science Division unanimously endorsed the proposal.

Committee Chair (VPAA): ________________________________
Date: __/__/____
Curr Comm vote:
in favor ___  opposed ___  abstentions ___

6. Date of Resolution:
   (a) 30-day approval period ends ________________
   (b) date of faculty meeting for consideration ________________

Revised 3/13/08
SOC 3xx – GENDER, FILM AND SOCIETY

Fall 2009
Steve McGuire
OFFICE: CH 122: M W F 11:30 - 1:30;
drop by anytime
PHONE: 826-8188 (or , before 9 p.m.)
E-mail: make sure it doesn’t look like spam I open up my directory of messages. And with
carpal-tunnel, I prefer to phone you back, so leave a number, please. Also, I don’t want
homework quarterly homework turned in electronically. smcguire@muscngum.edu

Course Description:

34x. Gender, Film and Society (3) applies sociological lens to gendered aspects of film and
their societal correlates. Prerequisite: 101.

Course Objectives:
1. Students will be able to articulate and apply the main concepts pertaining to gender and the
gendering of film.

2. Students will be able to articulate interconnections between various aspects of gender, such as
   early socialization, language and religion; domestic roles; sexual assault; and spouse abuse.

3. Students will be able to interpret film and other cultural products in terms of such concepts as
   the gaze, the fourth wall, power dynamics, etc.

SCHEDULE OF ASSIGNMENTS AND POINTS
(subject to change)

_____ (40) Class participation

_____ (40) Pop Quickies in class

1/21 Please have read and be prepared to discuss the readings from “Suspicions
   of Pleasure” to “Dark Desires.”
1/28  "If Men Could Menstruate" to "Bull’s-Eye-Peeping Tom"

2/4   TEST on everything so far. Also, have read "Fraternities and Collegiate Rape Culture" to Thelma and Louise (1)

2/11  "On the road with Louise and Thelma" to "Women at the Keyhole"

2/18  "A Feminine Gaze" to "Girls Slut-bashing Girls"

2/25  TEST on everything so far. Also, have read "Girls Gone Wild Released" to "Pornography." Please bring two blue books. And put your name on the outside only of each one.

3/11  "Gender Shock" to "Women Who Kill"

3/18  "Gender and Communication" to "Men and Women Talking on the Job"

3/25  "To Be Seen but Not Heard" to "Size 6"

4/1   TEST on everything so far. Also, have read "Thailand’s trans-gender Boxer" to "I Thank Thee..."

4/8   "Beer Commercials" to "Developing Research..."

4/15  "My Life As a Man" to "Doing Gender on the Job"

4/22  "Unfair Game" to "Disney Heroines"

4/29  "The Bible Gets a Girlie Makeover" to "Activism"

FINALS WEEK:   TEST on everything so far.

TOTAL ___ (of 400)
GRADING –

90/80/70/60. So for example, the lowest A- is 360 points. For each test, you will be asked to answer two questions (out of a choice of several). Each will be worth 20 points.

CLASS PARTICIPATION –

Absences are particularly damaging, as we only meet once a week. But at the same time, just showing up without talking are asking questions gets you about a C+. I will try to give you feedback about your class participation grade along the way.

READINGS –

Booklets sold approximately at cost at the beginning of the term. I need the money by noon on Friday, January 23 in order to ask the print shop to make more. After that, it’s too late, except that I will keep a spare copy in my office for people to read there.

TESTS (over in-class stuff and readings both) –

Long is good, like several pages for each answer. Synthesis of a range of material is necessary. Specific is best. Don’t spend all your time on one or two films or readings. A large amount of detail over a wide range of sources is best. You will probably have choices and some advance idea regarding the essay questions.
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f. description of change:

see attached

g. proposed catalog description:

NA

h. justification for change:

see attached

i. staffing considerations:
   (1) can be taught by present staff
   (2) will require additional staff ___

Revised 3/13/08
j. anticipated frequency of offering:
   (1) every semester ___
   (2) once a year ___
   (3) alternate years ___

k. resources (facilities, equipment, supplies, library materials, etc.)

5. Signatures:
   Department Chair: [Signature]
   Date: 03/06/09
   Department Vote: in favor 3 opposed 0 abstentions 0
   Division Coordinator: [Signature]
   Date: 3/10/09
   Division Vote: in favor 15 opposed 0 abstentions 0

Summary of Division Discussion
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Committee Chair (VPAA): ____________________________
   Date: ______/____/____
   Curr Comm vote: in favor ___ opposed ___ abstentions ___

6. Date of Resolution:
   (a) 30-day approval period ends ____________
   (b) date of faculty meeting for consideration ____________

NOTE: See APAP section 110 for more information regarding changes to curriculum.
Professional Development Committee
Proposed Faculty Handbook Revision

Current Version

Faculty Handbook Bylaw VII B  After discussing a grade which he/she considers unjust with the teacher involved, a student may appeal it to the chair of the department, and to the VPAA. Should one of the agents of appeal be the teacher involved, he/she would have no jurisdiction over the appeal.

Proposed Revision

Faculty Handbook Bylaw VII B  After discussing a grade which he/she considers unjust with the teacher involved, a student may appeal it to the chair of the department, then the division coordinator, and then to the VPAA. Should one of the agents of appeal be the teacher involved, he/she would have no jurisdiction over the appeal.
Professional Development Committee
Proposed Revisions to APAP Section 110.

I. Create a new section (numbered 110.1 a) as follows below.

II Re-number existing section 110.1 as section 110.1 b
(a) In the first paragraph of 110.1, in the first sentence, remove from the parenthesis “revisions in existing academic major or minor requirements as long as they do not involve courses in other departments” to reflect the proposed change under III b (see below).
(b) Under 110.1 A, remove “2) advantages and disadvantages” and renumber accordingly.

III (a) Re-number the chart and make it its own section number 110.1 c.
(b) Move “academic major or minor revisions” from category 1 in the chart to category 4.
(c) Add degrees under #5 on the chart.

110.1.a Procedure for the Approval of New Programs (Majors, Degrees) – A program may be approved “in principle” only, or with complete curriculum.
A. A new program and/or degree may be advanced by faculty, administration, or the Board of Trustees
B. Feasibility studies (funds, space, facilities, recruitment) will be conducted by administration and all information shared with the faculty.
C. Discussion of the proposal will occur within the department(s) involved. There must be a consensus by faculty involved in developing the program. Items that should be included in that discussion are:

1) Effect on staffing, both numbers of staff and teaching loads.
2) Attractiveness for enhancing student enrollment.
3) Costs, including start-up costs, equipment and supplies needed, and maintenance
4) Library resources required.
5) Advantages and disadvantages

D. A written summary of the discussion is to be forwarded to the division coordinator (s) with the proposal form.

E. Discussion of the proposal at full division meetings is to follow. A written summary of the discussion at the division levels, including any objections or recommendations, together with the departmental summary(ies), is to be attached to the completed, dated, and signed Proposal Form, which material is forwarded to the VPAA and thence to the Curriculum Committee for action as appropriate.

F. The action of the Curriculum Committee will be reported to all department chair(s) and division coordinators involved.

G. The proposal is sent to the full faculty for consideration and action.

H. If approved, documents required for accreditation are forwarded by the involved departments
and/or administration to the Board of Trustees (if necessary) and accrediting agencies (if necessary) for approval. (This may happen earlier in the process depending on the type of program and/or degree proposed.)

I. If the program or degree was approved “in principle” only, the program or degree with the full curriculum must be brought for discussion and approval, following steps C – G above.