DATE:       Tuesday, April 27, 2010
TIME:       11:00 a.m.
PLACE:      BSC 336
PRESIDING:  Paul Reichardt, VPAA

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

2. Dr. Peter Gosnell, Assistant Professor of Religion, gave the Invocation.

3. The minutes of the March 30, 2010 meeting were approved.

4. The agenda of the April 27, 2010 meeting was amended, item 5B6, changing INFR 3XX to INFR 4XX.

5. Report from President Anne Steele:

   Board of Trustees meeting was held April 16 and 17.

   Thank you to Joyce Alesandrin who helped with the Walter Hall Cornerstone Ceremony.

   Congratulations to Peter Gosnell, Sandra Schroer, Richard Taylor, and Vivian Wagner for promotion to Associate Professor with continuous tenure. Also, congratulations to Debbie Phillips for promotion to Full Professor.

   Resolution was passed at the Board of Trustees meeting to award Amy Adams a posthumous degree. Ms. Adams’ family was invited to accept the degree at the commencement ceremony. The Board of Trustees was pleased to pay tribute to Ms. Adams.

   Muskingum will be commissioning its own police force. Currently, the campus police are commissioned through New Concord and not employees and not under Muskingum policies. Janet Heeter Bass and Greg Adams are very supportive of this initiative after understanding of the relationship legally with New Concord. There is a general understanding of Mayor’s Court is the preferred way of discipline and a handbook. A resolution is being drafted.

   A planning process has been put in place to offer a Doctorate in Education. Barb Hansen, Vicki Wilson, Robert Hite, and Mark Sanford have been working on this program. The Ohio Board of Regents will need to approve this new degree, as will the Higher Learning Commission.

   Late Wednesday night, April 21, 2010, a check was in the mail from a donor to build a small teaching Art Gallery named in honor of Louis Palmer. The building is sited where the current Art Annex is. It is sized identical to the Neptune Center. This new facility is planned to open in the 2011-2012 academic year possibly. But the date is tentative.

   The Executive Board recognized the President for her 10 year anniversary as President.
6. Curriculum Committee Recommendations

Proposal to add CPSC 2XX: Web Applications Development (3 credits) to the permanent offerings was approved unanimously.

Proposal to add Information Systems Major to the Sector 2 offerings with the following courses:
   1. Add INFR 3XX: Foundations of Information Systems (3 credits) to the permanent offerings
   2. Add INFR 4XX: Enterprise Architecture (3 credits) to the permanent offerings
   3. Add INFR 3XX: IT Infrastructure (3 credits) to the permanent offerings
   4. Add INFR 3XX: Information Systems Project Management (3 credits) to the permanent offerings
   5. Add INFR 3XX: Systems Analysis and Design (3 credits) to the permanent offerings
   6. Add INFR 4XX: IS Strategy, Management and Acquisition (4 credits) to the permanent offerings

After brief discussion, proposal was approved with 5 Abstentions.

Proposal to add an Interdisciplinary Major in Allied Health Studies with addition of the following courses:
   1. Add AHS 3XX: Topics in American Health Care (3 credits) to the permanent offerings
   2. Add AHS 4XX: Seminar in Allied Health Studies (3 credits) to the permanent offerings

Proposal was approved with 4 Abstentions.

7. Assessment Committee Report

Dr. Reichardt discussed the 2003 Higher Learning Commission accreditation report. The report stipulated that Muskingum must do more to assess learning outcomes in major programs and general education (LAE).

Dr. Huber discussed a modification version to the assessment plan. The faculty offered a number of suggestions. The Assessment Committee will work on this over the summer and submit a revised version of the modification at the start of the next academic year.

8. Mr. Alesandrini will send out an e-mail about various topics for the faculty to consider in 2010-2011.

9. Dr. Reichardt report

Faculty Award nominations are requested. Nominees’ name, justification for nomination, and evidence supporting nomination are required. These are due on May 17, 2010.

Mary Breslin, our Higher Learning Commission staff liaison, has recommended that Muskingum University begin its self-study process in 2010-2011 to prepare for accreditation in 2012-2013. The entire campus must be involved in this project and the Higher Learning Commission will expect us to demonstrate continuous quality improvement.

Dr. Ellenberger announced that Blackboard will be upgraded this summer to version 9.1. The transition from 7 to 9.1 will be dealt with in workshops early next fall.
A questionnaire about the Faculty Development/Student Success Workshops was distributed and faculty were asked to complete the survey and forward to the VPAA’s office.

Currently there are 131 students who are full-time, but do not have a full-time schedule for Fall 2010. An analysis of 100-200 level courses shows 160 seats short from this semester compared to the 2009 fall semester. Coordinators are working on this problem and your cooperation is needed.

Muskie Preview will be June 2-4 and June 8-10.

This has been a productive year and your work is appreciated.

Meeting adjourned at 12:01.

Submitted by Danielle White, Administrative Assistant to the VPAA