

Ohio Northern University

TO: Members of University Council
FROM: Sunny Zank, Chair *SZ*
RE: Agenda for Meeting of January 20, 2009

The regular meeting of University Council will be held on Tuesday, January 20 at 5:30 pm in Dicke Hall Forum.

AGENDA

- I. Minutes of December 2, 2008 meeting.
- II. Reports from Constitutional Committees
 - a. Budget & Appropriations Liaison
Beaschler Chair
Beaschler
 - b. Academic Affairs Lomax Laird
 - c. Student Activities Roecker Roecker
 - d. Personnel Allison Theisen
- III. Reports from Operational Committees
 - a. Athletics Lippert Simmons
 - b. Information Technology Lippert Gulbis
 - c. Cultural & Special Events Allison Bell
 - d. International Affairs Lippert Lippert
 - e. Religious Affairs LaSala LaSala
- IV. Report from Planning Council - Dr. Baker
- V. Other Reports
 - a. Vice-Presidents; Deans
 - b. Student Senate Eagle Eagle
 - c. Health Services Advisory Committee Ruble
- VI. Announcements
- VII. Questions for the President
- VIII. Unfinished Business
 - a. Motion from Personnel Committee - Recommendation for addition to Faculty Handbook Sec. 2.13.7 Teaching Overloads. (Please see Attachment I to this Agenda/revision of Attachment I to Agenda of December 2, 2008)
- IX. New Business
 - a. Motion from Personnel Committee - Recommendation to amend Faculty Handbook Sec. 2.21.1.A Annual Travel Allowance (Please see Attachment II to Agenda.)
- X. Adjournment



OHIO NORTHERN UNIVERSITY

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The Getty College of Arts and Sciences

Department of Physics and Astronomy

To: Dr. Zank, Chair University Council
From: Dr. Theisen, Chair Personnel Committee
Re: Teaching Overloads
Date: 01-07-09

Attachment 1

Addition to Faculty Handbook - 2.13

2.13.7 Teaching Overloads

In general, full time faculty teaching a normal load (as outlined by 2.13.1) should be encouraged to engage in scholarship, research, professional activities, advising, committee work etc. Thus, full time faculty teaching overloads should be discouraged. It is recognized, however, that due to unforeseen circumstances departments will occasionally need to offer courses for which the only qualified person available is a full time faculty member who is already teaching a full load.

Guidelines for full time faculty teaching overloads are as follows:

1. This policy applies to courses taught for the entire term.
2. Full time faculty should be limited to one course over-load per year.
3. The faculty signs a statement agreeing to teach the course.
4. The faculty statement is approved by the appropriate Chair, Dean, and the Academic VP.
5. The faculty member is given a course release the *subsequent* term or is compensated at the faculty part-time rate.

Rationale:

The policy reflects current practice, but also clearly states that full time faculty who are already teaching a normal load should be encouraged to engage in scholarship, research, professional activities, advising, committee work etc. However, occasionally faculty are needed to teach course overloads and a standard mechanism should be in place to guide the process.

Notes:

1. In item 2.13.7.5, the word *subsequent* has replaced *following* as suggested by University Council.
2. In item 2.13.7.2, the word *should* was left in. The committee felt that items 4 and 5 gave the proper oversight to the process.



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To: Dr. Zank, Chair University Council
From: Dr. Theisen, Chair Personnel Committee
Re: Travel Funds
Date: 01-07-09

Attachment 2

I. Increase of Travel funds for each full-time Faculty member (Faculty Handbook - 2.21.A)

The personnel committee would like to make the following recommendations concerning travel funds for full-time faculty:

- Increase the travel fund allotment \$100 per year for the next four years to \$1500 per year.
- Increase the max to \$4500.

Rationale:

The increase in travel funds is in alignment with the desire of the university to raise its regional and national profile. The last increase in travel funds occurred in 1999 – 2000, almost ten years ago. Travel costs have increased substantially in this time. The yearly stipend of \$1100 often will not even cover the cost of attending one National Conference. The increase in travel funds will encourage faculty to fully participate and be recognized at the national and international levels.

The committee understands that the university may not be able to implement these increases immediately due to current economic circumstances. However, the committee hopes the recommendations will be a priority for the university in the future.