

Ohio Northern University

TO: Members of University Council  
FROM: Sunny Zank, Chair *SZ*  
RE: Agenda for Meeting of March 31, 2009

The regular meeting of University Council will be held on Tuesday, March 31 at 5:30 pm in Dicke Hall Forum.

AGENDA

- I. Minutes of March 17, 2009 meeting.
- II. Reports from Constitutional Committees

	<u>Liaison</u>	<u>Chair</u>
a. Budget & Appropriations	Beaschler	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	Hamper	Hamper
c. Health Services Advisory Committee		Ruble
d. Nominations Subcommittee (Attachment A)		Br. Ward
- VI. Announcements
- VII. Questions for the President
- VIII. Unfinished Business

a. Motion from Personnel Committee - Recommendation to amend <u>Faculty Handbook</u> Sec. 2.8.2., 2.8.3, and 2.4.2 Promotion and Tenure - Credit for Time in Service (Please see Attachment 1 to Agenda)		
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- IX. New Business
- X. Adjournment

Ohio Northern University

Nominees for Faculty At-large Positions

University Council

Chair (1 position)

Michele Govekar  
Sunny Zank

At-large members (2 positions)

Khalid Al-Olimat  
Bob Carrothers  
Margot Cullen  
Laurie Laird  
Mike Lewis  
Brian Myers  
Amy Stockert

Operational Committees

Committee on Athletics (1 position)

Russ Crawford  
Sandra Hrometz  
Sami Khorbotly  
Mark Olah  
David Raack  
Roger Young

Religious Affairs (1 position)

Khalid Al-Olimat  
Peter Banfe  
Wei Chen  
Kristen Finley  
Bill Fuller  
Lou Lobenhofer  
Shane Martin

Grievance Committee (2 positions)

Bob Carrothers	Dennis Kratzer
Wei Chen	Brian Myers
Jill Christopher	Robin White
Margot Cullen	Jimmy Wilson
Howard Fenton	

(over please)

Promotion & Tenure Appeals (3 positions)

Rob Alexander	Michele Govekar
Khalid Al-Olimat	Jed Marquart
Jill Christopher	Jonathan Pitts
Margot Cullen	Yousif Rojeab
John Estell	Amy Stockert
Michele Govekar	

University Disciplinary Board (3 positions)

Druann Bauer	Brian Myers
Kim Broedel-Zaugg	Kristie Payment
Wei Chen	Kofi Nsia-Pepira
David Kisor	JoAnn Scott
Jay Mager	Bryan Ward

University Board of Appeals (2 positions)

Joanne Brant  
Sandra Hrometz  
John Kanwit  
Susan Schertzer  
Kelly Shields  
David Smith

Committee on Academic Conduct (5 positions)

Kim Broedel-Zaugg	Traci Moritz
Jill Christopher	Paul Nutter
Janelle Crossgrove	Jonathan Pitts
Bruce French	Robin White
Jay Mager	Ellen Wilson
Jed Marquart	Linda Young
Susan Montenery	

Health Services Advisory Committee (1 position)

Jeff Allison  
Karen Kier  
Kazu Matsuda  
Mary McWilliams  
Ray Schuck  
Marjorie Walker



**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: Promotion and Tenure – Credit for Time in Service  
Date: 03-27-09

**Attachment 1**  
(Revised)

**Faculty Handbook – Section 2.8.2 (Page 27)**

2. Promotions in rank of faculty members shall be subject to the following minimal criteria, except as provided in paragraph 3 of this section, of academic degrees and experience:

A. For rank of Instructor:

(1) a graduate degree appropriate to the discipline.

B. For rank of Assistant Professor:

(1) a graduate degree appropriate to the discipline and three years of teaching experience/library service at a fully accredited institution of higher education, two of which shall have been at Ohio Northern University, or:  
(2) an earned Ph.D. degree, or the highest degree recognized in the discipline, or otherwise achieved high academic distinction.

C. For rank of Associate Professor: (9/02)

(1) an earned Ph.D. degree, or the highest degree recognized in the discipline, and  
(2) ~~For faculty hired full-time prior to the 08/01/03, three years at the rank of Assistant Professor, two of which shall have been at Ohio Northern University.~~  
For faculty hired full-time after 08/01/03, six years at the rank of Assistant Professor, two of which shall have been at Ohio Northern University. **The computation of years of service at the rank of Assistant Professor shall include: (1) all regular academic terms, excluding summer, of full-time faculty service at the rank of Assistant Professor at Ohio Northern University and (2) credit given at the time of initial appointment for full-time teaching service at the equivalent rank of Assistant Professor at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and (3) credit given at the time of initial appointment for related prior experience.**

D. For rank of Professor:

(1) an earned Ph.D. degree, or the highest degree recognized in the discipline, and  
(2) seven years at the rank of Associate Professor, five of which shall have been at Ohio Northern University. **The computation of years of service at the rank of Associate Professor shall include: (1) all regular academic terms, excluding summer, of on campus full-time teaching service at the rank of Associate Professor at Ohio Northern University and (2) credit given at the time of initial appointment for full-time faculty service at the equivalent rank of Associate Professor at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and (3) credit given at the time of initial appointment for related prior experience.**

### Faculty Handbook – Section 2.8.3 (Page 28)

3. For purposes of promotion:
  - A. Graduate degrees shall be in the field of the subject taught.
  - B. Faculty in tenure track/tenured positions must also show evidence of effective teaching, scholarly activity, service to the University, and professional growth.
  - C. Faculty in four-year contract positions must also show evidence of effective teaching, service to the University, and professional growth for promotion to Assistant Professor, Associate Professor and Full professor.
  - D. It is also recognized that ~~if in rare instances~~, an individual, **while at ONU**, ~~has~~ can achieve outstanding recognition in the field and ~~has proved~~ prove to be a superior teacher. ~~or satisfies the minimum requirements stated above through either experience and or additional background~~, **In such cases**, exceptions to the minimum criteria may be considered.

### Faculty handbook – Section 2.4.2 (Page 17)

2. Tenure may be granted only to full-time teaching faculty members (including professional librarians) with the rank of Assistant Professor, Associate Professor, or Professor. Unless granted at the time of initial appointment as Assistant Professor, Associate Professor, or Professor, tenure may be granted during a probationary period which will not exceed seven (7) years. ~~In computing years of service in fulfillment of the probationary period, credit shall be given~~ **The computation of years of service in fulfillment of the probationary period shall include:** (1) ~~for~~ all regular academic terms, excluding summer, ~~on-campus full-time teaching service\*~~ **of full-time faculty service** at the rank of Instructor or higher at the University, and (2) ~~at the discretion of the Administration for up to three (3) years~~ **credit given at the time of initial appointment for full-time teaching service at the equivalent rank of Instructor or higher at other institutions which are accredited by a regional accrediting institution and which grant baccalaureate or higher degrees and/or** (3) **credit given at the time of initial appointment for related prior experience.** ~~Under extraordinary circumstances additional constructive credit may be given at the discretion of the administration in consultation with the dean and /or department chair.~~ If not already granted ~~before~~, the seventh contract will either grant tenure or terminate the employment of the faculty member. This seventh year will either be the first year of tenure or the last year of service. A faculty member may apply for tenure before the end of the probationary period. However, such applications would be approved only if extraordinary performance of duties has occurred during employment at Ohio Northern University. Early application and denial of tenure in itself does not terminate a faculty member at the University.

#### Rationale:

The changes reflect the need for a clarification and standardization of procedures crediting time in service and experience prior to coming to ONU. The current wording is not consistent and can provide various interpretations leading to misunderstandings. The request for clarification and standardization has been made by the faculty and administration. It should be noted that this is not a change in policy.