

## Minutes from General Faculty Meeting, January 29, 2014

The General Faculty Meeting on January 29, 2014 was held in the Donahoe Auditorium of the Dolan Science Center and began at 2:05 pm. The following members of FC were in attendance: Ryan Allen, Barbara D'Ambrosia, Roy Day, Chair, Jeff Dyck, Tina Facca, Simon Fitzpatrick (replacing Michael Eng, on leave), Gerry Guest, Karen Gygli, Dwight Hahn, Vice Chair, Tom Hayes, Abdul Imam, Marc Kirschenbaum, Linda Koch, Cindy Lenox, Sheila McGinn, Michael Nichols, Secretary, David Shutkin, Elizabeth Stiles, Dianna Taylor, Mariah Webinger, and Tom Zlatoper. The following FC members were absent: Simran Kahai, Sheri Young and Thea Ford. Scott Allen is on leave and a replacement for him has not been elected/appointed.

The meeting agenda was originally distributed electronically to all FC members and faculty via e-mail on January 28, 2014 and is appended to these minutes as Appendix A.

A quorum was met as approximately 50 Faculty members were in attendance at the beginning of the meeting.

### I. Chair's Announcements

- A. Higher Learning Commission visit. There will be two opportunities to meet with the members of the HLC Visiting Team.
  - a. Special General Faculty Meeting: Open meeting with visiting team from the Higher Learning Commission. Tentative date: Monday, February 10, in the afternoon.
  - b. Special Faculty Council Meeting: Meeting with visiting team from the Higher Learning Commission. Tentative date: Monday, February 10, in the afternoon.
- B. Next Faculty Council meeting: Wednesday, February 12.
- C. Next General Faculty meeting: Wednesday, February 26.
- D. Formation of an Ad Hoc Faculty Committee to Review Online Courses

An ad hoc committee is going to be formed to review online courses (at JCU) and determine whether they are consistent with the John Carroll University mission and if they are, to recommend academic policies and procedures. Please contact Roy Day if you are interested in serving on this committee.

### E. Invitation to Test Course Management Systems

The Chair announced that ITS would like to investigate different course management systems to enhance online and regular courses. They have invited Faculty to take part in testing these different systems and those faculty interested in doing so should contact Jim Burke in ITS.

### F. CAP Open Hearings

As announced earlier in the day by e-mail, CAP will hold open hearings on two administrative proposals: one for a change in transfer/transient credit approval procedures and the other with “double dipping”, using a single course to satisfy requirements in multiple majors, minors, and concentrations. Open hearings on both proposals are to be held on Feb. 6 and 7 at 1-2pm in DE244.

## II. Chair of Elections, David Shutkin

### A. Report on the number of faculty eligible to vote

David reported that there are 202 Faculty members eligible to vote. A quorum is 41 and a simple majority is 102.

### B. Open nominations for vacancies on Faculty and other committees.

David also reported that elections will be held for the 7 subcommittee positions of the “new” Core Committee, for a one semester replacement on FC for Scott Allen, and a variety of vacant and replacement positions on several Standing Committees of the FC and University Committees. The entire list of positions available is available on the FC website, under Nominations and Elections.

Interested Faculty should email nominations to David or any member of the Committee on Elections.

Nominations were declared open and will close at 4:00 pm Wednesday, February 12.

## III. Items for Business

### A. Report on the Early College Program. Lauren Bowen and Mark Storz.

Lauren, Mark and Alisa Lawson-McKinnie, the Real School Principal at Cleveland Heights High School, gave an overview of the Early College Program including its past, present status, and its anticipated future goals. They also discussed the current and future role of the University in this program.

A design team was established including Mark, Lauren, and other members of CHHS and participating students have visited JCU on several occasions. Ms. Lawson-McKinnie reported the details of the program from the CHHS perspective and how CHHS and JCU can collaborate in this program.

Lauren reported that JCU is preparing for the first cohort of CHHS students to come to JCU for courses and that the goal is to better prepare the high school students for college, regardless of what college they attend. They have proposed that all of the rising juniors will enroll in the AR120 course this coming summer (Summer II). Students who have met the benchmarks and that are ready for college courses will enroll as transient students in the fall. Work will continue this spring to identify appropriate courses. It is anticipated that approximately 10

students will take 1-2 courses. A mentoring program will also be established and administered through the CSSA. JCU student mentors will meet students both at JCU and at CHHS. Lauren indicated that she wanted faculty to be aware of ongoing discussions to identify appropriate courses, that students would be on campus during the summer, and that the mentoring program is being established.

Lauren, Mark and Alisa entertained questions.

- Is there an expectation that participating students would matriculate at JCU? Lauren indicated that it was hoped that some may. She stated that the program is beneficial for JCU in that it challenge the way faculty teach and how we view learning and mastery.
- How is the program funded? Funding is provided by the District via the State of Ohio. Students will be placed into courses with available seats and will be paying the post-secondary course rate.
- Mark indicated that in the program between Columbus Metro School District and Ohio State, the number of students that decided to attend OSU was dropping and that OSU believed this was a positive outcome.
- What are the demographics of the students in the cohort? Alisa indicated that all are minorities and 75% of the program are female. Is it surprising that there was a drop off in participants from year 1 to year 2 in the current cohort? Alisa stated that this is due to a number of factors including the use of mastery model which prepares students for college courses. Students that had dropped are still in the early college program, but in other programs.
- Will mentors be instructors in courses? Peer (student) mentors will be used for group and one-on-one mentoring. Groups will be formed around common academic interests.

Mark and Alisa may be asking for faculty volunteers to participate in discussions with CSSA teachers and staff in the future.

#### B. Report from the AVP/Provost Search Committee on survey results and current

Matt Berg (HS), Chair of the Search Committee and Tina Facca (MML), Committee Member, gave an overview of the status of the AVP/Provost search to date.

Matt reported that work started in December and an ad was crafted. Over winter break, a leadership profile was created. All documents are available at [sites.jcu.edu/provostsearch/](http://sites.jcu.edu/provostsearch/). At present, applications are being received by the consultants (Witt / Keiffer) retained by the University. The consultants have received approximately 24 applications, several nominations of qualified individuals, and they are discussing the position with others they believe are qualified for the position. The job listing closes in the middle of February. The Committee will then meet with the consultants and will be able to ask questions of the pool. They will then evaluate dossiers and by mid-March, have narrowed the search to approximately 8 candidates for “airport interviews”, to be held in April. Three candidates will be selected to be brought on campus for interviews, the first to be held just before Easter break. The goal is to make a recommendation by the end of April. Faculty will have at least one opportunity to

meet with the candidates.

Tina provided a summary of the results of the electronic survey that was distributed to campus before the beginning of the spring semester. She reported that 176 completed responses were received. The results of the survey can be found at [sites.jcu.edu/provostsearch/](http://sites.jcu.edu/provostsearch/).

She summarized the survey as indicating that: we are looking for a Provost with a rigorous approach, who can develop an inclusive community and prioritizes student development and teacher-scholars committed to student achievement. They should also value developing a diverse student body and creating a diverse campus community that is committed to JCU's core mission, vision and values. The Provost should have experience launching and overseeing meaningful initiatives that enhance academic excellence, success in senior academic affairs and supervisory experience with faculty and staff. They should also have the ability to listen, consider, reflect and incorporate other's viewpoints. They should be a visionary strategic leader and take a collaborative approach to build strong, accountable leadership teams.

A number of questions were asked at the end of the presentation and discussion ensued.

- Are there any surprises in the data? No, everyone is essentially on the same page.
- Were there any statistical differences between the different groups? There were some slight differences but a full analysis of the data needs to be performed before the data are given to candidates.
- Is a 5% return on the survey enough for these data to be used in meaningful strategic planning? Since there was no incentive, the 176 responses are from people very interested in the University and was a good cross section of all groups. The committee will be holding meetings (like this one) with other groups (staff, students) to reach out to all groups on campus. The committee is extremely interested in obtaining information from all groups; faculty are encouraged to provide feedback to Matt and other committee members.
- Some of the questions, as far as faculty are concerned, are givens. For example, faculty assume that the Provost will be tenurable. So low results on the survey may reflect that.
- Matt commented that while the results of the survey seem ambitious and finding a person to fulfill all of the characteristics may be challenging, it is apparent that these are the qualities that are desired of the candidate.
- What is the role of the consultants in the process? They have a database of people that are different stages of their careers. They can contact people about this opportunity in ways that the committee cannot; they can reach out to a broader audience. They will screen out people that don't have the minimum qualifications for the position. They will then present the committee a more manageable group of applications and can help answer any committee questions about the applications as they arise.
- How are the other questions from the survey that were not presented in this meeting going to be used? Those results will be presented to the candidates after being more

fully analyzed.

- The results that were presented here were all highly ranked (8.5 - 9.5 out of 10). The results ranked below these are also similarly ranked. It was suggested that perhaps by looking at those responses that are lower ranked, areas of concern may appear that may help to differentiate between candidates.
- Matt indicated that one of the purposes of this meeting with faculty was to gather comments and make those available via the search website. It was suggested that similar analyses of the other parts of the survey would be useful and that they could also be posted to the website.
- Will these data be shown to the candidates as well? Yes, they will be shared with the candidates and used to help identify the best candidate.

#### IV. New Business

No new business was proposed.

#### V. Adjourn

The meeting was adjourned at 2:50 pm.

Submitted by Michael A. Nichols, Secretary, February 23, 2014. Approved February 26, 2014.