

**Plymouth State University**

**FACULTY MEETING AGENDA**

Wednesday, February 3, 2010

3:35 – 5:00 PM, Heritage Commons

- I. Approval of the draft minutes** of the December 2, 2009 meeting. Minutes are available online on the Faculty Governance blog. You will be required to log in to myPlymouth to view the minutes. Use the headings to the left and click on “Faculty Meeting Minutes.” Then, in the right-hand column, click on the link below the title, “Faculty Meeting minutes, December 2, 2009, DRAFT.” The Faculty Governance Blog may be found at <http://facultygovernance.blogs.plymouth.edu/>

**II. Reports**

- A. Sara Jayne Steen, President
- B. Julie Bernier, Provost and Vice President for Academic Affairs
- C. Terry Downs, Faculty Representative to the System Personnel Policy Council (SPPC)  
(Report attached as Appendix A)

**III. New Business**

- A. Resolutions of the Standing Committees—none.
- B. **MOTION from the FROST SCHOOL COUNCIL** (Christian Roberson): To amend Article XI.F.9 of the Faculty bylaws (requires a 2/3 vote), as follows:  
Additions in **bold**; deletions ~~struck through~~.

**Frost School Council** *[created 5-3-06 from former Continuing Education Committee]*

a. Mission:

To provide quality educational opportunities and improved access to Higher Education through a broad spectrum of courses for undergraduate credit; to encourage and facilitate adult learners’ attainment of personal and professional goals; to develop evening, weekend and on-line course and programs offered on and off campus; to stimulate and maintain faculty and administrative involvement in Frost School and Continuing Education programs.

b. Composition:

The Dean of the Frost School, the Director of Continuing Education, the Director of Online Education, the Chair, Coordinator, or designee from each program offering a major through the Frost School, four elected faculty members, and two students ~~selected~~ **approved** by the Student Senate (**at least one of whom must be a Frost Student, unless a Frost Student is not available**). The Council elects its own chair who shall be a faculty member. Elected members will serve a three-year term.

In addition, the Faculty Speaker shall appoint a faculty member to be a non-voting participant on the committee for a one-year, non-renewable term. This member shall be selected from a pool of faculty with not more than five years service at PSU.

c. Function:

The Frost School Council:

- (1) serves as the advisory body to the Frost School.
- (2) reviews the philosophy, goals, general responsibilities and delivery of academic programs offered through the Frost School.
- (3) makes program recommendations that respond to market needs and demographic shifts.
- (4) evaluates the impact of University policies on Frost School programs and students and makes policy and procedural recommendations to the faculty as necessary.
- (5) in conjunction with Office of Teaching and Learning Technologies (OTLT communicates with appropriate faculty committees and other campus committees, including periodically informing the faculty or making recommendations to the faculty on matters concerning the Frost School.
- (6) recommends policies for faculty approval related to online education that are consistent with the mission of the University;
- (7) develops or encourages the development of policies which safeguard the interests of both the faculty/staff who are teaching online and the students who might benefit from the offerings generated by online education;
- (8) works within the University governance structure to oversee the approval process for online courses and programs;
- (9) makes recommendations related to online offerings generated on other campuses which are being considered for credit at PSU;
- (10) in conjunction with the Office of Teaching and Learning Technologies (OTLT), advises on the development of training programs related to online education;
- (11) in conjunction with Office of Teaching and Learning Technologies (OTLT), advises on the development of online education related facilities on campus.
- (12) makes recommendations for assessment activities, reviews data, and makes recommendations based on evaluation.

The Frost School Council shall meet once monthly during the fall and spring terms. Minutes of all meetings will be posted on the campus intranet.

*[amended 4-4-07 to incorporate functions of the former Online Education Committee]*

**C. MOTION from Social Science** (Bryon Middlekauff): To approve the certificate program in Geographic Information Systems.

*See Appendix B for Proposed Certificate in GIS.*

**RATIONALE:** Geographic Information Systems, a spatial data management and display system, has continued to be a growth area, impacting many disciplines, including, but not limited to, conservation, planning, biology, botany, forestry, geology, geography, civil engineering, history, business and criminal justice. Individuals who develop skills in this field continue to enjoy significant opportunities for employment and graduate school. Certification and documentation of these skills is important for both current students and those already working in business, government, and industry where these skills are used. The GIS Certificate will enhance student resumes by documenting their education and skill development, and for continuing education students, making them eligible for financial aid which would be otherwise unavailable if they were simply taking a number of courses in the field. All of the courses in the program are currently taught on a regular basis.

**D. MOTION from Mathematics** (Dana Ernst): To delete the BA in Mathematics, the BS in Mathematics Actuarial Option, and the BS in Mathematics Applied Option.

**RATIONALE:** The department does not have the enrollments necessary to keep the BA degree or the BS options. The BA Math (currently 6 students: all courses for the BA exist in the BS-no option so students will be able to finish), the BS Math Applied (currently no students), and BS Math Actuarial (currently 4 students: not enough (6) to run their courses so as is these students will need to complete their degree by individual enrollment or independent studies). The department will redesign and keep the BS in Mathematics No Option, BS in Mathematics 7-12 Certification Option, and BS in Mathematics 5-8 Certification Option.

#### **IV. Announcements**

#### **V. Adjournment**

### **Appendix A**

#### **PSU SPPC Faculty Representative Report**

As a member of the Faculty Welfare Committee I represent the PSU faculty at the meetings of the System Personnel Policy Committee which meets two or three times a term. At the fall meetings it became clear the USNH was reviewing various ways to reduce costs in the area of benefits. Not much information was forthcoming from the USNH HR representatives other than the specific areas under discussion relative to revising OS/PAT benefits and working conditions. No doubt this is due to the contract negotiations taking place at UNH and KSC, both unionized campuses. These areas that were discussed included vacation accrual, earned time, sick leave, cash outs, tuition benefits (which are of concern to faculty too), longevity pay, curtailed operations, and vesting policy. These proposals caused concern for OS/PAT constituencies at all three campuses of the USNH system and meetings of various kinds were held and letters of concern were sent to their respective administrations. On January 12, the PSU OS/PATs held a forum to share their concerns over these proposals and made their concerns known to President Steen.

President Steen held a meeting on January 14 with PSU campus constituent representatives, with Anne Lebreche attending in my place. The result of that meeting was the request from President Steen for the constituencies' representatives to gather views and provide feedback about benefits in general.

This report is an effort to inform faculty about possible changes in the planning stages for benefits offered by the USNH. The trustees have engaged an outside consultant to recommend revisions in benefits that will achieve cost containment. This consultant will report sometime in March to the trustees. I refer you to the USNHHR web site, to the agenda for the September 17 meeting and specifically to the 2009 Annual Report, [http://www.usnh.edu/hr/pdf/sppc\\_agenda\\_20090917.pdf](http://www.usnh.edu/hr/pdf/sppc_agenda_20090917.pdf) In this document you will find the summary of multi year priorities [attachment 10] and the USNHHR Annual report [attachment 11]. The priorities cited include...

- Increases in cost-shifting to employees
- Wellness initiatives
- Employee engagement [ex. dental co-pays]
- Self-insurance, Fixed fees
- Participation in wellness plans
- Direct employee/employer cost reduction strategies

The USNHHR Annual report has some interesting statistics for PSU faculty relative to salaries for the various ranks on page 6.

The recommendation from the consultant, given the intentions of the trustees, will be to shift a greater proportion of the cost of USNH health benefits to the employee. With President Steen's request in mind I recommend that the faculty hold a faculty forum soon to address these matters and provide feedback on total compensation, salary and benefits as well as the most effective use of our governance system to present faculty recommendations to the administration.

Terry Downs, FWC SPPC representative  
Submitted February 3, 2010

## **Appendix B:**

### **Proposed GIS Certificate**

Geographic Information Systems, a spatial data management and display system, has continued to be a growth area, impacting many disciplines, including, but not limited to, conservation, planning, biology, botany, forestry, geology, geography, civil engineering, history, business and criminal justice. Individuals who develop skills in this field continue to enjoy significant opportunities for employment and graduate school. Certification and documentation of these skills is important for both current students and those already working in business, government, and industry where these skills are used. The GIS Certificate will enhance student resumes by documenting their education and skill development, and for continuing education students, making them eligible for financial aid which would be otherwise unavailable if they were simply taking a number of courses in the field. All of the courses in the program are currently taught on a regular basis.

Required Courses - 16 credits	Credits
GE 2001 Physical Geography	3
GE 2090 Computer Mapping	3
GE 3270 Introduction to GIS	3
GE 3350 Introduction to Air Photo Interpretation and Remote Sensing	4
Additionally, choose one of the following:	
GE 4270 Advanced GIS	3
GE 4280 GIS Applications – Computer Mapping	3