

Faculty Assembly Minutes  
Monday, November 17, 2025 (12:40pm)

**Present:** Joe Fahey, Dawn Kitchen, Phil Mazzocco, Heather Tanner, John Thrasher, Amy Brunell, Mirel Caibar, Terri Winnick, Mollie Cavender, Del Lindsey, Carol Landry, Agus Munoz-Garcia, Steve Abedon, Steven Joyce, Terri Bucci, Faith Wyzgoski, Donna Farland-Smith, Kate Shannon, Adrienne Hopson, Ozeas Costa, Dennis Shaffer, Suma Robinson, Tara Hines, Jason Opal, Nikki Robishaw, Michelle Kowalski

**Excused:** Glenn Hartz, Cynthia Callahan

**1. Approval of the minutes from the last Faculty Assembly meeting**

A motion to approve the minutes from the 10/21/25 Faculty Assembly meeting was made by Heather Tanner (second by John Thrasher). The motion carried with 13 yes votes, 0 no votes, and 1 abstention.

**2. Questions about the committee reports**

Heather Tanner, Arts and Science Faculty Senate Representative, reminded faculty that by 4/24/26, all course materials need to be fully accessible according to university standards OR faculty and departments must have an articulated plan for achieving this goal.

**3. Associate Dean of Faculty Enrichment, Amy Brunell**

Associate Dean Amy Brunell provided information on a number of campus and university policies:

Reporting for Consultation and Assessment Team (CAT)

In terms of reporting non-academic student concerns, consult the Amy's Carmen Faculty Resources Carmen page for a list of qualifying criteria. If you have such concerns, you are encouraged to complete an anonymous Behavioral Concern Report online, but you can also notify Amy. Also note that campus therapists cannot make such reports due to client/therapist confidentiality.

Course Evaluations

Amy has created a discursive feedback form, and there is an option for experiential forms that can be used for classes where a standardized Survey of Student Learning Experience (SSLE) is not administered. These options are available on Amy's Carmen Faculty Resources Carmen.

Interfolio

Annual Reviews will happen through Interfolio moving forward. We are working on a workshop for faculty, and there is a how-to document on Amy's faculty Carmen page.

### Promotion and Tenure (P&T) process

Moving forward, we will have to provide our P&T letters to candidates so they can comment on it. In a similar vein, faculty have the ability to formally comment upon their annual review evaluations.

### **4. Professional Development Committee (PDC) charge revision**

See Appendix for proposed changes to PDC charge.

A motion to approve the proposed changes to the charge of the PDC was made by Heather Tanner (second by Phil Mazzocco ). The motion carried with 18 yes votes, 0 no votes, and 1 abstention.

### **5. Discussion of the POA (30 mins).**

Dean Opal expressed a desire to have the campus work in a more integrated and efficient fashion, and particularly with less ad hoc faculty work required. Many of the changes were aimed at addressing this vision. There were also changes related to addressing University policies and guidelines (e.g., Senate Bill 1). There was also an attempt to reduce the teaching expectations in light of disparities with other campuses.

Dean Opal then fielded questions from the Faculty Assembly about the POA.

One faculty member expressed concern that grant money dedicated to course buyouts does not typically replace the bought-out course, but instead often goes to other budgetary needs.

Dean Opal clarified that the administration does have the autonomy to spend those funds as they see fit, and that he tries to balance all campus priorities when making these financial decisions.

The meeting adjourned at 1:45pm.

Minutes taken and prepared by Phil Mazzocco, Faculty Secretary.

## Appendix – Proposed Changes to Professional Development Committee Charge

1. Review faculty applications for Special Assignments, Faculty Professional Leave, one-course reductions, and internal grants (e.g., travel) and recommend action to be taken by the Dean (<https://mansfield.osu.edu/assets/mansfield/Handbook/proDevelopment/decDeadlines.pdf>). Care shall be taken that proposals are reviewed without bias based on applicant academic field, gender, race, stage in career, etc. All faculty need to follow PDC application protocols.
2. Notify regular faculty in a timely manner of research and funding opportunities related to scholarly activities, including PDC deadlines. Periodically review PDC application forms. If the committee deems major changes are warranted, they should submit proposal to Faculty Assembly.
3. Promote formal and informal (e.g., writing groups, P&T info sessions, brown bags) mentoring of faculty pursuing tenure or promotion to full professor. **Remove completely. Amy is already in charge of the writing group and this now falls under her purview**
4. Review workload policy and reporting documents generated by the deans with the goal of ensuring that they are in line with other regional campuses and Mansfield Campus's Mission and Values (<https://mansfield.osu.edu/about-ohio-state-mansfield/mission-andvalues.html>). This includes teaching workload patterns (among faculty in different fields, percentages taught by associated, etc.) and service. **Remove completely. Jason is now taking care of this, and he is the appropriate person to be doing this.**
5. Organize and internally promote (via calendar, DRM, emails) a yearly faculty research frenzy with help of Associate Dean and notify relevant staff (Marketing, Community Development, etc.) to publicize these events and encourage community involvement when appropriate (in some years, this event may be strictly internal). **Remove completely. Amy is currently doing this**
6. Organize and internally promote (via calendar, DRM, emails) at least one full length talk per year where campus faculty in various fields may present the results of their research or creative activities, thereby providing support for arts and lectures on campus. Notify relevant staff (Marketing, Community Development, etc.) to publicize these events and encourage community involvement when appropriate (some events may be strictly internal). **Revise to: “Work with the Associate Dean for Faculty Enrichment to organize and internally promote (via calendar, DRM, emails) at least one full length talk per year where campus faculty in various fields may present the results of their research or creative**

~~activities. thereby providing support for arts and lectures on campus. Notify relevant staff (Marketing, Community Development, etc.) to publicize these events to encourage community involvement when appropriate (some events may be strictly internal).~~

**Would become Charge #3 in the revised charges.**

Part of Amy's job description is: "...organizing and promoting community events that directly involve faculty, such as the "Research Frenzy" held in Mansfield, as well as campus events such as brown-bag discussions of research and Academic Awards; serving as a liaison between the Dean's office, the Faculty President, and the relevant committees of the faculty, as well as with offices and committees at the Columbus campus..." Therefore, this fits better with her title and job description.

7. Work with Dean's office and the appropriate ad hoc committees to identify and nominate faculty for university and outside awards.

**Would become Charge #4 in the revised charges.**