Tuscarawas Campus Faculty Council Meeting Minutes

February 5, 2020 at 8:00 a.m.

A208 Founders Hall

Voting Members Present: Lisa Brindley, Kathy Davis-Patterson, Ashley Galati, David Graff, Todd Hartline, Adrian Jones, Scott Keiller, Hongshan Li, Ginger Bihn-Coss, Chitra Rajagopal, and Mariann Harding

Voting Members Absent: Jean Engohang-Ndong

Non-Voting Attendees:

Administrators Present: Stephen Minnick

I. Call to Order: Davis-Patterson called the meeting to order at 8:01 am.

II. Secretary/Treasurer Report: Since the last meeting (i.e., November 6th), there were five deposits totaling $100 and no withdrawals which brings the current balance to $1,354.71. Jones is accepting Flower Fund money for the 2019-2020 year, $20 is asked per faculty/admin and can be paid in cash or check (made out to the Tuscarawas County University Foundation) to the Treasurer (Jones).

November 6th minutes were approved electronically.

The Supplemental Travel Fund balance was at $9,677.05 prior to Li and Totten’s requests which were approved 2/5/2020 (see New Business below). The current balance is $8211.13 after Li and Totten’s requests (i.e., $1122.52 and $343.40).
III. **Standing Committee and Faculty Reports:**
   a. **Academic Affairs** – No report.

   b. **Academic Learning Commons** – The Academic Learning Commons is hosting several workshops for students including workshops on MLA and APA formatting styles. Also, the committee is continuing to develop a new series of workshops concerning practical applications for students (e.g., writing resumes, rental agreements).

   c. **Community Engagement** – The committee will meet on February 6th. No report.

   d. **Electronic Communications** – No report.

   e. **Faculty Affairs** – Faculty Affairs met February 5th. The committee is currently working on developing a faculty speakers bureau, which will help link faculty to the community at large, so they can disseminate their work in public settings. The committee also revised the Supplemental Travel Fund form (see New Business below and the revised form (attached)).

   f. **Student Affairs** – Report attached.

   g. **Faculty Senate** – Faculty Senate have been discussing mental health initiatives for students. Faculty Senate are also considering changing their composition which would include an adjunct representative. This committee will meet next week, and the main action item for that meeting is to discuss recalibrating class times and the university calendar to meet accreditation requirements coming from the State.

   h. **RCFAC** – November’s minutes are attached. The committee met December 6th (minutes forthcoming) and welcomed David Dees as the new Interim VP for System Integration. (VP for System Integration will be renamed to VP for Regional Campuses). RCFAC discussed expanding the Mentoring program to other regional campuses and the regional campus handbook revisions, which are ongoing. Finally, the committee
discussed the plans for a regional campus retreat which will more likely be hosted in Ashtabula. Faculty will be encouraged to submit proposals for papers and workshops. We will hear more about this event in the future.

RCFAC also met in January (minutes forthcoming) and voted on the list of names for members to serve on the search committee for the Dean of CATS. Faculty had several suggestions that they would like Patterson-Davis to bring up during the next RCFAC meeting. Particularly, faculty mentioned concerns about the new final exam schedule, three day-a-week courses, and fall break.

IV. **Dean Bielski Administrative Report:**
The Master Plan continues to evolve and is scheduled for review by local Trustees in April and Kent in June. The plan includes student housing, a recreational/sports complex, retooled classrooms, and a solar/green space. Faculty will be asked for input as these projects move forward. There is a system-wide discussion about offering a BA in social work, which could get graduates a general license in social work. We now have opportunities to be featured on WBTC out of Twin Cities, so if anyone has a topic or program that they would like to promote, contact Deb Ellwood. The dean would like to thank everyone participating in the Leaders of Tomorrow Summit and the Mentoring Retreat.

Search committees are being formed for a Math NTT position and an Animation and Game Design TT position. Misty Bailey is resigning from her NTT Nursing position, and Dees recommended seeking approval for new permanent position. If Engohang-Ndong gets approval for transfer (see New Business below), Dees suggests we conduct a Biology TT search to fill the opening, although the ultimate decision will be made by the Provost. An advertisement is being developed and a search committee is being assembled for the VP for Regional Campuses, which includes the dual role of dean of CATS. There will also be an announcement about the Associate VP for Enrollment Management Regional Campuses position soon; the search committee is wrapping up. There will also be a Provost search starting up soon.
V. **Unfinished Business:**

VI. **New Business:**

a. **Request for transfer:** Jean Engohang-Ndong has requested a transfer from the Tuscarawas to the Stark campus. The committee was supportive and voted unanimously to approve the transfer (11 yes, 0 no, 0 abstain). We will look into getting another TT faculty to fill the position.

b. **Faculty Council Elections:** The timeline for the next Faculty Council election has been established. Davis-Patterson sent out an initial email asking faculty to state whether they want to be on the list of nominees; the deadline to reply is February 7th. Official ballots will be sent out to faculty February 15th and should be returned no later than February 26th at noon. Jones, Keiffer, and Davis-Patterson will count the ballots. New representatives will be notified in time for the March 4th Faculty Council meeting.

c. **Supplemental Travel Fund Requests:**
   i. A supplemental travel fund request adjustment (i.e., increasing Li’s original request of $1041.71 (approved by email in January) to $1122.52) was approved unanimously (10 yes, 0 no, 0 abstain).
   ii. A supplemental travel fund request for Totten for the amount of $343.40 was approved unanimously (11 yes, 0 no, 0 abstain). (Totten received $750 from URC, so the original amount of 1093.40 requested was reduced to $343.40).

d. **Program revisions:**
   **BMRT degree:** Documents (attached) were provided for review and only for informational purposes. No vote needed at this time.

e. **Supplemental Travel Form Revision:** Li summarized the changes made to the Supplemental Travel Form, since our last meeting. The Supplemental Travel Form now includes a question asking whether the applicant’s request is their first,
second, or the third submission. Harding and Galati moved to vote on approving the new form. The document was approved unanimously (11 yes, 0 no, 0 abstain). See new form attached.

f. **Professional Development funds:** A discussion about unused Professional Developmental funds ($800.00) ensued. Ideas included donating the unused funds or transferring them to the Supplemental Travel funds pool.

g. **Student Attendance:** Faculty discussed student attendance and expectations regarding accommodating students who miss excessive coursework. Various situations and related policies were discussed. If students feel they are not getting reasonable accommodations, they could file a grievance. It was suggested that faculty send emails to students who are missing excessive classes and ask these students to come to office hours to discuss missed work.

VII. **Announcements:**

VIII. **Adjournment:** The meeting was adjourned at 9:10am (LI/Bihn-Coss).

Respectfully submitted,

Adrian M Jones
Tuscarawas FC Secretary/Treasurer
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date __________
Curriculum Bulletin __________
Effective Date select one
Approved by EPC __________

Department
College RE - Regional College
Degree AAB - Associate of Applied Business
Program Name Business Management Technology
Program Banner Code BMRT
Concentration(s)
Concentration(s) Banner Code(s)
Proposal Offer program fully online

Description of proposal:
To request authorization from the Ohio Department of Higher Education to offer the AAB in Business Management Technology as an on-line degree program.

Does proposed revision change program’s total credit hours? ☐ Yes ☒ No
Current total credit hours: Proposed total credit hours

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
No impact on other programs

Units consulted (other departments, programs or campuses affected by this proposal):
Regional Campus faculty councils, College of Applied and Technical Studies Curriculum Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

__________________________________________________  ____/____/____
Department Chair / School Director

__________________________________________________  ____/____/____
Campus Dean (for Regional Campuses proposals)

__________________________________________________  ____/____/____
College Dean (or designee)

__________________________________________________  ____/____/____
Dean of Graduate Studies (for graduate proposals)

__________________________________________________  ____/____/____
Senior Vice President for Academic Affairs and Provost (or designee)
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date
Curriculum Bulletin __________
Effective Date Fall 2020
Approved by EPC __________

Department
College AP - Applied and Technical Studies
Degree AAB - Associate of Applied Business
Program Name Business Management Technology Program Banner Code BAD
Concentration(s)
Concentration(s) Banner Code(s)
Proposal Offer program at another campus or off site

Description of proposal:
Offer the existing AAB degree, Business Management Technology (BMRT) major at the Geauga Campus.

Does proposed revision change program’s total credit hours? □ Yes □ No
Current total credit hours: Proposed total credit hours

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
None, the Geauga Campus currently has BMRT faculty.

Units consulted (other departments, programs or campuses affected by this proposal):
Geauga Campus Faculty Council, CATS Curriculum Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

__________________________________________________  ____/____/____
Department Chair / School Director

__________________________________________________  ____/____/____
Campus Dean (for Regional Campuses proposals)

__________________________________________________  ____/____/____
College Dean (or designee)

__________________________________________________  ____/____/____
Dean of Graduate Studies (for graduate proposals)

__________________________________________________  ____/____/____
Provost (or designee)

Curriculum Services | Form last updated July 2019
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date
Curriculum Bulletin __________

Effective Date
select one
Approved by EPC __________

Department
College
RE - Regional College
Degree
AAB - Associate of Applied Business
Program Name
Business Management Technology
Program Banner Code
BMRT
Concentration(s)
Concentration(s) Banner Code(s)
Proposal
Revise program

Description of proposal:
Revise the Business Management Technology AAB degree, includes revising the Major
requirements, revising the Business Administration Concentration requirements, changing the
name of the General Management, Entrepreneurship and Manufacturing Concentration to
Management and Entrepreneurship and revising it, and inactivating the Marketing/Sales
Concentration. A new concentrations will be added: Logistics and Supply Chain Management.

Does proposed revision change program’s total credit hours?
Yes  No

Current total credit hours:
Proposed total credit hours

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and
staffing considerations; need; audience; prerequisites; teacher education licensure):
No impact on other programs

Units consulted (other departments, programs or campuses affected by this proposal):
Regional Campus faculty councils, College of Applied and Technical Studies Curriculum
Committee, EPC, Faculty Senate

REQUIRED ENDORSEMENTS

__________________________________________________  ____/____/____
Department Chair / School Director

__________________________________________________  ____/____/____
Campus Dean (for Regional Campuses proposals)

__________________________________________________  ____/____/____
College Dean (or designee)

__________________________________________________  ____/____/____
Dean of Graduate Studies (for graduate proposals)

__________________________________________________  ____/____/____
Senior Vice President for Academic Affairs and Provost (or designee)
Proposal Summary
Revise the Business Management Technology AAB degree

Description of Action, Including Intended Effect
Revise the Business Management Technology, Associate of Applied Business degree, including the following changes:

- **Major Requirements:**
  - Delete BMRT 31006 Human Resource Management and add IT 11000 Introduction to Office Productivity Apps;

- **Business Administration Concentration Requirements:**
  - Delete ENG 30063 Professional Writing, add 3 hours of electives from BMRT courses, this reduces the concentration by 3 hours;

- **Change the name of the “General Management, Entrepreneurship and Manufacturing” Concentration to “Management and Entrepreneurship”**
  - Revise BMRT 21008 “Case Studies in Management Technology” to “Case Studies in Management and Entrepreneurship”
  - Revise BMRT 31009 “Seminar in Management Technology” to “Seminar in Management and Entrepreneurship”
  - Delete ENG 20002, or 30063, or OTEC 26638
  - Delete IT 11000, since it moved to the Major Requirements
  - Add BMRT 21020 Introduction to Entrepreneurship
  - Add 3 hours of electives from any course in ACTT, AGRI, BMRT, INS, OTEC
  - Total hours in the concentration remain unchanged at 15

- **Inactivate the Marketing/Sales Concentration;**
- **Add 15 hour concentration in Logistics and Supply Chain Management**

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)
None

Fiscal, Enrollment, Facilities and Staffing Considerations
No changes

Evidence of Need and Sustainability if Establishing
Interest from Ashtabula Campus. First proposed by Dean Susan Stocker

Provisions for Phase-Out if Inactivating
The current students in the Marketing/Sales concentration will be given the opportunity to complete the Marketing/Sales concentration or move to the revised concentration or move to one of the new concentrations
Timetable and Actions Required: a chronology of actions required to approve the proposal with an anticipated implementation date for each action

BMRT faculty, Regional Campus faculty councils, College of Applied and Technical Studies Curriculum Committee, College of Business Administration, EPC, Faculty Senate
Proposal Summary
Revise the Business Management Technology AAB degree

Description of Action, Including Intended Effect
Revise the Business Management Technology, Associate of Applied Business degree, including the following changes:

• Major Requirements:
  o delete BMRT 31006 Human Resource Management and add IT 11000 Introduction to Office Productivity Apps;
• Business Administration Concentration Requirements:
  o Delete ENG 30063 Professional Writing, add 3 hours of electives from BMRT courses, this reduces the concentration by 3 hours;
• Change the name of the “General Management, Entrepreneurship and Manufacturing” Concentration to “Management and Entrepreneurship”
  o Revise BMRT 21008 “Case Studies in Management Technology” to “Case Studies in Management and Entrepreneurship”
  o Revise BMRT 31009 “Seminar in Management Technology” to “Seminar in Management and Entrepreneurship”
  o Delete ENG 20002, or 30063, or OTEC 26638
  o Delete IT 11000, since it moved to the Major Requirements;
  o Add BMRT 21020 Introduction to Entrepreneurship
  o Add 3 hours of electives from any course in ACTT, AGRI, BMRT, INS, OTEC
  o Total hours in the concentration remain unchanged at 15
• Inactivate the Marketing/Sales Concentration;
• Add 15 hour concentration in Logistics and Supply Chain Management

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)
None

Fiscal, Enrollment, Facilities and Staffing Considerations
No changes

Evidence of Need and Sustainability if Establishing
Interest from Ashtabula Campus. First proposed by Dean Susan Stocker

Provisions for Phase-Out if Inactivating
The current students in the Marketing/Sales concentration will be given the opportunity to complete the Marketing/Sales concentration or move to the revised concentration or move to one of the new concentrations
**Timetable and Actions Required:** a chronology of actions required to approve the proposal with an anticipated implementation date for each action

- BMRT faculty, Regional Campus faculty councils, College of Applied and Technical Studies
- Curriculum Committee, College of Business Administration, EPC, Faculty Senate
Report from the Student Affairs Committee (SAC):

1. The SAC members received one (1) Student Travel Application (STA), three (3) Student Conference Presenter Applications (SCPA), and one (1) Student Research Colloquium Application (SRCA) in October/November in 2019.
2. The SAC members approved the following funding: $462 for one (1) STA, $1,000 for each of the two (2) SCPA, and rejected one (1) SCPA in November.
3. The SAC members approved the SRCA in December.

Wensheng Kang
Regional Campuses Faculty Advisory Council Minutes  
Friday November 11, 2019  
10:00 – 12:00 p.m.  
Provost’s Conference Room, 222 Library

Present: Robin Dever, Lucas Engelhardt, Carol Robinson, Ali Erritouni, Bryan Jones, Kathy Davis Patterson, Nate Ritchey, E. Sue Wamsley

Respectfully submitted by: Lucas Engelhardt

- Approval of Agenda
  a. Kathy moved
  b. Bryan seconded
  c. Approved
- Approval of Minutes
  a. Corrections suggested: changing “agenda” to “minutes”, correcting spelling of “Ritchey”, and adding Sue Wamsley to the list of those present.
  b. Bryan motioned to approve as amended
  c. Ali seconded
  d. Approved
- Chair’s Report
  a. Progress on Campus Handbooks (RPT Language, etc) and Mentoring Programs
    i. There was discussion clarifying how to read the table in the proposed common language. The percentages in the proposed table reflect the Trumbull campus handbook, and it was noted that other campuses may use different percentages (for example, Salem), and others (Tuscarawas and Stark) may not have percentages, but use the various combinations shown on each row as a possible path to tenure and/or promotion.
    ii. It was clarified that the Department handbooks define what constitutes excellent/very good/good/ etc., but that Campus handbooks determine how these are weighted in making decisions for RTP.
    iii. There was some discussion raising concerns that Departments may ignore the campus handbooks. Nate noted that the campus handbooks are part of a candidate’s file, and so if it is ignored and the CBA is not followed by a Department, that would provide grounds for appeal.
  b. RC Retreat-50th Anniversary of RCs as Official
    i. Bryan and Carol are continuing to work on planning.
    ii. Bryan confirmed that we have tentative agreement that Ashtabula will host.
  c. RCFAC Handbook Revisions Committee
    i. Sue suggested forming a committee to consider revisions to the RCFAC Handbook.
    ii. Lucas and Ali volunteered to serve on this.
iii. Nate suggested working with Sue as well, since she knows the committees.

iv. Committee was given a broad charge to consider the entire handbook and consider what changes might be needed.

d. University-Wide Committees

i. FaSBAC Nominees Sent to Senate Executive Committee October 22, 2019, no news back regarding this.

ii. CIS CCC Patrick Dillon had been approved by a previous online vote of RCFAC.

iii. RC-TAB and RC-PAB selections were made again, after receiving additional instructions. The following were nominated by RCFAC and the Chair will forward to Dr. Ritchey:

1. RC-TAB
   a. Bradley Keefer (Ashtabula)
   b. Qunxing Ding (East Liverpool)
   c. Jay Jahangiri (Geauga)
   d. Rachael Blasiman (Salem)
   e. Jim Seelye (Stark)
   f. Carol Robinson (Trumbull)
   g. Denise M. McEnroe-Petitte (Tuscarawas)

2. RC-PAB
   a. Bryan Jones (Ashtabula)
   b. Lydia Rose (East Liverpool)
   c. Om Ahuja (Geauga)
   d. Rachael Blasiman (Salem)
   e. Andy Burns (Stark)
   f. Gary Ciuba (Trumbull)
   g. Jean Engohang-Ndong (Tuscarawas)

• VP for System Integration’s report
   a. Budget
      i. The RCs were mentioned in a good light in Pres Diacon’s recent budget report.
      ii. Kent Campus had a surplus, but it relied heavily on income from auxiliaries.
      iii. The hiring freeze means there will likely be 6-12 faculty hires, and some searches that were already in process will continue. The general philosophy for staff is to try to move staff between position to fill gaps as needed. However, this may work better for the Kent Campus than the Regionals.
      iv. When considering hiring, we have to ask if we have the money – but this can make things difficult if hiring is supposed to lead to increased enrollment.

   b. Master Plans
      i. Goal: a “unified” Master Plan for all campuses
      ii. The report is now available, and will be shared with campuses.
      iii. Overview:
1. We don’t need more academic space (except Twinsburg)
2. Because of engagement initiatives, we need more engagement space.
3. Some campuses can easily repurpose rooms – basically all campuses have some ability to do this.

iv. Housing
   1. Stark and Tusc are most interested in this.
   2. Tusc as an example:
      a. 250 students interested according to surveys
      b. Smith group says about 30-40% would follow through
      c. So, need 70-80 units at Tusc to meet interest.
      d. May be hard to do – but might be able to be done with a private partner, in phases.
3. Ashtabula – housing may not be worth it.
4. Trumbull – might be able to sell some space for commercial use.

v. General – identified the best/worst rooms on each campus.
vi. Community Recommendations – may be nightmarish for some Deans (example: selling buildings that the community finds significant, but that are difficult to maintain or bring into good repair.)

c. Nate’s Career Transition
   i. VP Ritchey announced his resignation.
   ii. He will be joining the Math faculty full time starting January 9th, and is beginning to transition out of the VP position throughout November.
   iii. David Dees will be serving as interim VP, and Sue Stocker will help provide leadership to CATS. Nate expressed great confidence in David’s ability to be effective in the VP position.
   iv. Sue thanked Nate for his advocacy for the regional campuses, and others expressed similar sentiments – we’re sad to see Nate go, but understand his decision.

- Campus Reports (short (2 minutes or so) and submitted via email)
- Other Business
  a. Rising Scholars
     i. It was noted that Giving Tuesday is coming up, and that many campuses have match programs.
     ii. Rising Scholars is a great program, so we should encourage people to give to support it.

Adjournment: 11:45 a.m.
CURRICULUM VITAE

Jean ENGOHANG-NDONG, Ph.D.

Associate Professor
Department of Biological Sciences
Kent State University at Tuscarawas
330 University Drive NE
New Philadelphia, OH 44663

Office: (330) 308-7458
Cell: 330-204-8735
Fax: (330) 339-3321
e-mail: jengohan@kent.edu

EDUCATION AND PROFESSIONAL EXPERIENCE

AAUP Summer Institute – Training on the art and science of bargaining. 2018

AAUP Summer Institute – Training on leadership and how to build membership of a Chapter. 2017

Associate Professor, Kent State University at Tuscarawas, Department of Biological Sciences, OH. 2016-present

Discipline Coordinator (Science) 2015-2019

Assistant Professor, Kent State University at Tuscarawas, Department of Biological Sciences, OH. 2010-2016

Visiting Assistant Professor of Biology, Department of Biology, Brigham Young University Hawaii, Laie, HI. 2007-2010

Post-doctoral fellow, Public Health Research Institute, Newark, NJ. 2003-2007

Ph.D., Medical Microbiology, University of Sciences and Technologies of Lille, France 2003

M. Sc., Cellular Biology and Physiology, University of Rennes I, France. 1998

B. Sc., Cellular Biology and Physiology, University of Rennes I, France. 1997

TEACHING EXPERIENCE

Kent State University at Tuscarawas 2010-Present

Courses taught:
- Basic Microbiology (Lecture) – BSCI 20021
- Basic Microbiology Laboratory – BSCI 20022
- Biological Diversity – BSCI 10110
- Biological Foundation – BSCI 10120
- Foundational Anatomy and Physiology I – BSCI 11010
- Anatomy for Veterinary Technicians (Lab) – BSCI 10005
- Biological Structure and Function – BSCI 20020
- Human Biology – BSCI 10001
- Human Genetics – BSCI 30050
• Laboratory Experience in Biology – BSCI 10003
• Life on Planet Earth – BSCI 10002

Special Topic Course developed:
• Molecular Mechanisms of Bacterial Pathogenesis 2014
• Industrial Microbiology 2018

RESEARCH EXPERIENCE AND MENTORSHIP

Kent State University
Since 2012, I have developed and still maintain an active Biosafety Level 2 (BSL2) laboratory in which I work on BSL2 human and animal pathogens. In order to maintain my research laboratory according to standards of biosafety and chemistry, I have developed a Standard Operating Procedure (SOP) that I keep up to date for laboratory safety compliance. In my laboratory, I mainly work with undergraduate research students to whom I provide state of the art modern research techniques in molecular biology, cellular, physiology, genetics, microbiology, and biochemistry. I mentor undergraduate research students to be competitive and prepare them to become independent graduate and post-graduate research students. Thus, since 2012, I have mentor nearly 20 students, i.e. three students per year. Among these students, eight presented their work at the KSU Tuscarawas Student Research Colloquium (2012, 2013, 2014, 2015, 2017, and 2018 editions). Two presented their work at the 2014 edition of the KSU Undergraduate Research Symposium. One student performed and defended his Honor Thesis (April 17, 2014)

Brigham Young University Hawaii
I supervised 5 undergraduate research projects and helped my students obtain fellowships for those projects. Three students completed their projects and defended their theses. One student was accepted to give an oral presentation of her work at the 34th West Coast Biological Sciences Undergraduate Research Conference, Point Loma Nazarene University, San Diego, CA, April 18th, 2009

RESEARCH SKILLS

Microbiology: In 2012, I developed a Biosafety Level 2 laboratory (BSL2) in which I handle mild human and animal pathogens including the organism Mycobacterium ulcerans that causes a necrotizing skin disease. Since then, I run, maintain, and supervise all research activity going on in that laboratory. I also master techniques essential for working in Biosafety Level 3 laboratories. I acquired these techniques from 2003 through 2007 when I worked with Mycobacterium tuberculosis, the causative agent of human tuberculosis. I am trained to handle and eliminate selective agents, pathogenic bacteria, toxins, and genetically modified microorganisms. I master techniques of DNA technology including, but not limited to DNA recombination techniques.

Bacteriology skills: culture, transformation, genetic recombination, genetic and physiological analysis, …
**Molecular Biology**: PCR, cloning, reverse transcription (Primer extension and RACE), RT-PCR, electrophoresis mobility shift assays, mutagenesis, footprinting assays, DNA and RNA isolation, sequencing, …

**Biochemistry**: protein purification, ability to work with radionucleotides, alkaline phosphatase and β-galactosidase assays.

**RESEARCH INTERESTS**

- Drug discovery
- Epidemiology and Biostatistics
- Molecular mechanisms of bacterial pathogenesis
- Environmental bacteriology and Water quality

**PATENTS**


**GRANTS AND AWARDS**

**Recipient of the Teaching Scholars Award – KSU Center for Teaching and Learning** 2019-2020

**INTRAMURAL**

- KSU – 2019 ESDRI Seed Grant, $12,000.00 (Denied) 2019
- Healthy Communities Research Initiative, “Launch Pad” Awards for Transdisciplinary Research. $25,000 (Denied) 2017
- AALANA Faculty-Student Connection Program $1,000 (Awarded) 2014
- KSU Post-Doctoral Funding program $40,000 for two years plus the required benefits (Unfunded) 2013
- Research/Creative Activity Summer Appointment. $6,500 (Awarded) 2013

**EXTRAMURAL**

- NSF MRI, 18-513: Acquisition of an Atomic Force Microscope to Strengthen Undergraduate Research, Support Science Courses, and Facilitate Cross-Disciplinary Partnerships. $216,000. (Under review). 2020
  - I am Co-PI on this proposal with Matthew Lehnert, Eric Taylor, Carrie Schweitzer as collaborators.
- ASM ICAAC (Interscience Conference on Antimicrobial Agents and Chemotherapy) **Infectious Diseases Fellows Grant Program for ICAAC 2013 ~$2,500 (Awarded)** 2013
- Electron beam treatment of sewage sludge. $52,350 (Awarded by Haley & Aldrich Inc./Arlington County, VA) – My contribution to this grant was about 1/3. 2012
**PROFESSIONAL AFFILIATIONS**

Member of the **American Society for Microbiology** (ASM)  
Since 2004

Member of the **American Association of University Professors**  
Since 2011

Editorial Board member of the **Journal of Microbiology and Biology Education**, an ASM journal.  
Since Sept. 2013

Member of the **Mycobacterium tuberculosis Structural Genomics Consortium**  
Since 2004

Member of the End Buruli Ulcer Alliance  
(https://endburuliulcer.org)  
Since 2014

---

**SERVICE**

**Kent State University**

- University Teaching Council, **Member**  
  2019-Present
- Faculty Senate, **Member**  
  2018-Present
- Regional Campuses Promotion Advisory Board, **Member** for the Provost office  
  2017-Present
- Administrative Review Committee for Dean Bielski, **Member**  
  2018-2019
- AAUP-KSU, **Secretary**  
  2017-2019
- Honors Dean College Search Committee, **Member**  
  2017-2018
- Judge at the Undergraduate Research Symposium  
  2015
- Faculty Senate, Interim Member  
  2012-2013

**KSU, Department of Biological Sciences**

- Faculty Advisory Committee, **Member**  
  2017-Present
- Undergraduate Curriculum Committee, **Member**  
  2014-2015
- Ad hoc committee on undergraduate Teaching/Curriculum and Enrollment  
  2014-2015
- Development of the assessment plans for Kent Core courses  
  2012
- BSCI core curriculum Ad Hoc Committee, **Member**  
  2011

**Kent State University at Tuscarawas**

- Faculty Council, **member**  
  2018-Present
- Search Committee, **Chair** for the FT-NTT Faculty position in Biology  
  Spring 2019
- Academic Affairs Committee, **Member**  
  2017-2018
- Search Committee, **Chair** for the FT-NTT Faculty position in Veterinary Technology for the Trumbull Campus  
  Spring 2016
- Search Committee, **Member** for the FT-NTT Faculty position in Nursing  
  Spring 2016
- Academic Affairs Committee, **Co-Chair**  
  2016-2017
- Academic Affairs Committee, **Chair**  
  2015-2016
- Academic Affairs Committee, **Member**  
  2014-2015
- Blue and Gold Schedule **Task Force**  
  2012-2014
- Student Affairs Committee, **Chair**  
  2012-2014
- Student Affairs Committee, **Member**  
  2010-2012
- Schedule **Task Force**/Planning for Spring 2013  
  2011-2012
  schedule/Fashion show

---
Community service
Premed Advisory Board – Stark State College, Member 2018-Present
External reviewer 2016
Judge at the poster session, Spring 2014 meeting (April 11-12) 2014
of the Ohio Branch ASM
Judge at the Science fair at the Claymont High School 2013

PUBLICATIONS

Research papers and book chapters

Line Edwige Mengome, Raymonde Mboma, Ludovic Mewono, Jean Engoghang-Ndong, and Sophie Aboghe Angone. Ethnobotanical and phytochemical studies of snakebite medicinal plants used in Bissok District in Gabon. (In preparation)


Jean Engoghang-Ndong and Jean Wilson Mutambuze. In Vitro Antimicrobial Activity of BTZ043 and PNU-100480 Against Mycobacterium ulcerans. (This paper is currently under revision for resubmission at Antimicrobial Agents and Chemotherapy.)


Books (Co-author)

<table>
<thead>
<tr>
<th>COMMUNICATIONS AND INTERNATIONAL MEETINGS</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invited speaker at the 3rd Edition of Scientific Days at Ecole Normale Supérieure – Libreville (Gabon) – Chemotherapeutic treatment of Buruli ulcer: Challenges and Hopes</td>
<td>June 6-8, 2019</td>
</tr>
<tr>
<td>Poster presentation at the ASM Microbe national conference. Atlanta, Georgia. – In Vitro Antimicrobial Activity of 8-Nitro-Benzothiazinones, Sutezolid, and SQ109 Against Mycobacterium ulcerans.</td>
<td>June 7-11, 2018</td>
</tr>
<tr>
<td>Invited speaker at the AAUP Annual Conference – Case of Misuse of Title IX in an Academic Environment</td>
<td>Jun. 14-18, 2017</td>
</tr>
<tr>
<td>Invited speaker at the KSU Tuscarawas campus – Health Fair week organized by the Lions Club. We are all Connected by the Air We Breathe.</td>
<td>Apr. 04, 2014</td>
</tr>
<tr>
<td>Invited speaker at the KSU Department of Biological Sciences. Treatment of Buruli Ulcer: BTZ043 and Sutezolid, Two New Drugs for Better Chemotherapeutic Perspectives.</td>
<td>Oct. 25, 2013</td>
</tr>
</tbody>
</table>
January 27, 2020

Dr. Bradley Bielski, Dean  
Kent State University at Tuscarawas  
330 University Drive, NE  
New Philadelphia, OH, 44663

Dr. Denise A Seachrist, Dean  
Kent State University at Stark  
6000 Frank Avenue NW  
North Canton, OH 44720

Re: Voluntary Reassignment of my faculty position and rank from the Tuscarawas Campus to the Stark Campus.

Dear Dr. Bielski and Dr. Seachrist,

I am writing this letter to request a voluntary reassignment of my faculty position and rank from the Tuscarawas Campus, which is my current home campus, to the Stark Campus that I would like to join.

I am making that request under the 2019 Collective Bargaining Agreement (CBA) for Tenure-Track Faculty in its Article IX, section 5C which grants me the right as a regional campus faculty to such type of transfer.

Article IX, Section 5C states the following:

Voluntary Reassignment of Regional Campus Faculty. This process governs a request for reassignment to another Regional Campus, as his/her resident campus, that is initiated by a Faculty member.

1. The Faculty member who is seeking a transfer shall initiate a written request to both his/her current regional campus Dean and to the Dean of the regional campus to which he/she seeks a transfer.

2. The Faculty Council of the campus from which the Faculty member seeks a transfer will review the request, and the Faculty Council Chair will provide to the campus Dean a written summary of the Faculty Council’s recommendation on the acceptability of the transfer. Upon receipt of the Faculty Council’s recommendation, the campus Dean will forward his/her recommendation together with that of the Faculty Council to the Provost.

3. The Faculty Council of the campus to which the Faculty member seeks a transfer will review the request, and the Faculty Council Chair will provide to the campus Dean a written summary of the Faculty Council’s recommendation on the acceptability of the transfer. Upon receipt of the Faculty Council’s recommendation, the campus Dean will forward his/her recommendation together with that of the Faculty Council to the Provost.

4. The final decision on the transfer of a Faculty member between campuses rests with the Provost.

5. In the event that the Provost’s decision is different from the recommendations of the Faculty Council(s) or Dean(s), the Provost shall provide a statement in writing to the campus Deans explaining the decision.

6. A Faculty member who transfers between Campuses under this Section will retain his/her salary, position in the probationary period, rank, and tenure status, if applicable.

Dean Bielski and Dean Seachrist, I have been pondering lately about this professional step, and ultimately, I have decided to go ahead with my request for many reasons. Before I move on with my reasons, let me first state that I enjoy the Tuscarawas Campus where I am fully engaged and well established. Beyond teaching and research, I serve and represent the Tuscarawas Campus at many levels in our institution at-large. During the almost 10 years of my tenure at KSU Tuscarawas, I have developed very good interpersonal relationships with my colleagues within faculty ranks, among staff, in the Administration and of course, with my students. Nevertheless, for practical reasons, it is becoming more and more evident for my family and myself that this request to transfer to the Stark Campus as my new home campus would be beneficial for everyone in my family. Two years ago, we moved to Jackson Township for our
children. I now happen to live about three minutes away from the Stark Campus. Unfortunately, my relocation now causes me to drive about 45-50 minutes (when it is not snowing or raining) to KSU Tuscarawas. I have five children whose ages range from preschool to high school. Due to my professional schedule and my children’s school schedules, I am always caught up in a race, trying to get to Tuscarawas on time for my classes and meetings, and dropping off and picking up my children to and from their respective schools. I have two children in high school, one in middle school, one in Kindergarten and the youngest in preschool. Our three oldest children are enrolled in extra-curricular activities that are very demanding. Thus, in spite of the fact that my wife, Charlotte and myself are continually adjusting our individual schedules to make sure that each of our children are participating in extra-curricular and other school related activities, those adjustments are not always successful.

Furthermore, since I moved to Jackson Township two years ago, I have developed strong ties with many faculty colleagues on the Stark Campus. These ties are illustrated by an ongoing collaboration with Dr. Matthew Lehnert, Dr. Eric Taylor, and Dr. Carrie Schweitzer. Indeed, Matthew, Eric, Carrie, and I are all Co-PI of an NSF grant proposal that was submitted on 01/21/2020. The said proposal (NSF MRI, 18-513; for $216,000) was written for the “Acquisition of an Atomic Force Microscope to Strengthen Undergraduate Research, Support Science Courses, and Facilitate Cross-Disciplinary Partnerships. My transfer will only make these ties stronger and more prolific. I am particularly well connected with faculty and staff in the Department of Biological Sciences at Stark. I have had great interpersonal relationships with Connie Kramer and Michelle Kane-Sutton who have provided me with a tremendous support when I was assigned to teach courses on the Stark Campus. Therefore, I know the professional environment at Stark, I know both research and teaching facilities available, I am very well acquainted with faculty and staff in the Department of Biological Sciences at Stark and they are well acquainted with me.

I recently became aware of an opening for a faculty TT position in Biology at the Stark Campus. The advertised position requires the candidate to have a PhD in Biological Sciences with specialization in Cellular Biology and Molecular Biology (especially in Microbiology), which is describing the degree I am currently holding. Furthermore, the advertisement states that the successful candidate will be required to teach Microbiology for Nursing as well as Microbiology lecture and laboratory for undergraduate Biology majors. As senior faculty in biology at the Tuscarawas Campus, I am already teaching or qualify to teach all the courses the new faculty is expected to teach. Moreover, at the Department of Biological Sciences level, I am actively involved in the harmonization of our microbiology courses across all KSU campuses. This puts me in a unique position to teach microbiology courses at Stark while covering all topics according to our Department expectations. Finally, I have an active and productive ongoing research in microbiology that would give undergraduate students the chance to embark in research activities under my supervision and to perform research for Honors Theses.

In conclusion, for professional productivity and family reasons, it would be relieving for me to transfer to the Stark Campus, which is closest to where I currently live compared to the Tuscarawas Campus. There is an opportunity for me to transfer at this time because of a new TT position in Biology currently open at KSU Stark. I would welcome an interview at your earliest convenience and hope that the reasons I laid here warrant a consideration for my request.

I am looking forward to hearing from you at your earliest convenience.

Sincerely,

Jean Engohang-Ndong, Ph.D.
Associate Professor of Biology
5060 Aran Circle NW
North Canton, OH 44720