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2004-08-26 Minutes of the Executive Committee of the Academic Senate

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APPROVED

UNIVERSITY OF DAYTON
DAYTON, OHIO

MINUTES OF THE EXECUTIVE COMMITTEE OF THE ACADEMIC SENATE

August 26, 2004 – 9:00 – 10:15 a.m. in St. Mary's 113B

PRESIDING: John Rapp

SENATORS PRESENT: Biers, Buchino, Dandaneau, Eloe, Gauder, Gerla, Pestello, Rapp, Saliba, Yungblut

1. Opening Prayer: J. Rapp requested a moment of silence in place of a prayer.
2. Roll Call: Everyone did self-introductions.
3. Approval of ECAS Minutes for April 15 2004: The April 15, 2004 minutes were approved as written.
4. Announcements:
 - a. J. Rapp introduced J. Wilson as the new administrative support for the ECAS.
 - b. J. Rapp told everyone that J. Biddle has classes on Thursday's and will be kept informed electronically. With the difficulty of getting a day and time for all to meet, it was decided to keep the meeting schedule as it is now.
 - c. J. Rapp inquired about the beverage service and it was decided that only coffee and hot water are needed for the meetings.
5. Old Business:
 - o Standing Committee Reports: J. Rapp asked each committee chair to discuss what each committee is trying to do.
 - Academic Policies Committee (APC): D. Biers said there are two items this committee is working on: 1) final wording on the policy to walk seven hours short of graduation, and 2) evaluation of thematic clusters. S. Dandaneau suggested asking Dr. Morton for her thoughts and J. Rapp agreed that she needs to be involved. F. Pestello stated that Dr. Morton should be consulted and asked for her input on how we might go about this. J. Saliba agreed with both of them and said that the faculty is concerned about clusters and something needs to be done this year. F. Pestello recommended that the First Year Experience Committee also be kept informed (D. Bickford chairs this committee). J. Saliba suggested using "assessing" rather than "evaluating" clusters. F. Pestello feels that we should move toward a more integrated curriculum and likes what the goals of clusters were. J. Rapp hears that there is no integration from faculty and students. N. Buchino stated that most students don't

understand clusters their freshman year. L. Yungblut stated that students can make their own clusters but it was noted that most are not aware of this. D. Biers will contact Dean Morton and ask for her support and any suggestions or concerns and also talk to Jim Dunne, chair of the Gen. Ed. Committee, and work out a joint committee to deal with this problem. He will also keep D. Bickford in the loop and will advise APC of outcome. J. Saliba suggested there might be something in NSSE that could be used and F. Pestello thought it would be interesting to see what students think (the senior data) of what they have actually done—have clusters been effective in some of their stated goals? J. Untener maintains this information.

Faculty Affairs Committee (FAC): H. Gerla said there are three items: 1) a proposal on the table from HR and J. Untener to create a formal maternity leave policy for staff; 2) student evaluations, and 3) Intellectual Properties. This fall HR and J. Untener will be invited to a meeting to explain the proposal to the committee. F. Pestello suggested that H. Gerla contact S. Wilhoit who met with every department during the summer regarding student evaluations. After meeting with the department chairs, he put together a comprehensive list that will be discussed further. H. Gerla will contact S. Wilhoit to discuss best practices. It was noted that H. Gerla will be on Sabbatical in the spring and L. Yungblut said they will have to put into motion their own policy of finding a replacement.

Student Academic Policies Committee (SAPC): N. Buchino said senators are needed from Education, Humanities and Natural Sciences. Elections will be from September 7 - 10. She asked the ECAS if they knew a student that would want to serve in this capacity to inform them. One of the things the SAPC want to work on this year is establishing an honor code for UD. They are hoping to have a format to bring to the Academic Senate by Thanksgiving. J. Rapp concurred with this. J. Rapp brought up the point that the SAPC was also going to look at the student evaluations—what do the students want the faculty know about their classes? He suggested that she look at this with her group.

J. Rapp stated that he will try to finalize the Academic Senate list. He reminded the committee chairs when calling meetings to invite a representative from the Faculty Board and AAUP. Contacts: David Buckley for the Faculty Board and Jim Farrelly for AAUP. H. Gerla stated that he is serving as a member of the Faculty Board and chair of the Faculty Affairs Committee. The ECAS members saw no problem with these dual roles.

- *Calendar Committee:* S. Dandaneau thanked those that filled in for him. Two areas of concern are: 1) Taking back the Friday, and 2) summer semester discussion. F. Pestello wants the group to look into the Friday issue. The committee will soon get together and work on this issue first. They will seek information from the Alcohol Task Force Committee immediately because this relates to the Friday issue. He asked the Registrar's office to provide data on how many course offerings we have

on each day of the week. Common meetings occur on Friday and there are fewer classes. L. Yungblut stated that she gives quizzes and tests on Friday to encourage attendance. D. Biers said another issue is that it is difficult to get faculty to teach Monday-Wednesday-Friday classes. J. Saliba said some colleges do not have Friday classes (Ohio State). It is not just a UD issue. The Calendar Committee will have to address cultural issues also.

6. New Business (John Rapp):

- *Harassment Prevention Workshops* – David Wright is in charge of this. How do we get faculty to do this?
- *Global Lead Initiative* – The Diversity initiative. He had a meeting last spring with someone from the outside and told her to bring something specific to the ECAS that she wants us to do.
- *Bias Related Incidents* – J. Rapp served on a group this summer to address these issues. It is less than a “hate crime” and this group has formulated a procedure about how to deal with this. There is a response team and the President’s Council has approved it on a temporary basis for one semester. At some point the ECAS will be asked to review this policy. F. Pestello stated that the President’s Council is very concerned about some elements in the document and how it relates to academic freedom.
- *Enrollment Management* – J. Rapp met with R. Johnson and he wants to see the number of applicants increase by 50% over the next several years. One of the important pieces is when a student comes to campus is to have conversation with a faculty member or academic type. His concern is how to bring faculty in for campus visits. R. Johnson will meet with ECAS on this at a future meeting.
- *NSSE Results* – Will get back to this.
- J. Rapp discussed dual degrees—The 1995 Senate approved revision to the policy but never implemented it. To earn an additional Bachelor’s degree, you must complete at least 30 semester hours that don’t pertain to the first degree. There have been people getting dual degrees with as few as 129 hours. The policy was looked at it and thought it should be 150 hours. Should we implement it or reconsider it? Told the Registrar’s office to go ahead and implement the 1995 policy. L. Yungblut stated there is a problem with the School of Education. Most students are earning between 125-130 hours with attending through summers. Do we really want to penalize them? School of Education has made it a real selling point to get the students out in four years rather than five years. It was decided that we need to look into it and the NCATE accreditation for the School of Education. J. Rapp will contact all deans to look at this to determine what needs to be done. F. Pestello suggested that he also contact J. Untener

regarding the 1997 North Central NCATE. J. Rapp asked J. Wilson to investigate the 1995 files and look for the dual degree minutes.

- J. Rapp brought up the question about the format for the November/December budget meetings. F. Pestello said that he met with T. Burkhardt last week to discuss how the ELC will be done this year. The first meeting will be focused on how budgeting is done at UD and the second meeting will involve what the big impacts are to the budget and the trade-offs. L. Yungblut said the faculty needs to receive the data sooner so they have time to study it. J. Saliba suggested that an open meeting be held before the general meeting for any faculty that has questions regarding the budget. F. Pestello stated that someone from this body should submit a formal request to T. Burkhardt that the ECAS would like to have the materials and open meeting in advance. J. Rapp said he would put this in motion. J. Saliba said it would be a good meeting for all the deans and chairs to attend.
- J. Saliba asked F. Pestello if there was any assistance the ECAS could provide in strategic planning issues in regard to the first year experience. F. Pestello stated that the ECAS might want to have D. Bickford come in to discuss this. He discussed the Provost retreat and said the penultimate draft will be presented on September 10 at the general faculty meeting. He hopes all departments will discuss that Vision and responses come back up through the organizational channels to the Provost's Council and the draft turned into the final Vision. It focuses on 6 specific areas of excellence and has 12 five-year goals.

It was decided that the next meeting will be held in two weeks (September 9, 2004).

Meeting adjourned at 10:05 a.m.

Respectfully submitted: Judy Wilson