

9-19-2014

## 2014-09-19 Minutes of the Academic Senate

University of Dayton. Academic Senate

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**Approved**  
**Minutes of the Academic Senate**  
**Friday, September 19, 2014; 3:00 pm**  
**KU West Ballroom**

**Present:** Jason Pierce, Andrew Slade, Myrna Gabbe, Linda Hartley, John McCombe, Rebecca Whisnant, Joe Mashburn, Carissa Krane, Jasmine Lahoud, Leslie Picca, Laura Leming, Paul Becker, Mike Brill, Paul Bobrowski, Jeffrey Zhang, James Dunne, Ralph Frasca, Erin Malone, Philip Anloague, Elizabeth Kelsch, Eddy Rojas, Aaron Altman, Ed Mykytka, Jamie Ervin, Harry Gerla, Erin Brown, Kathy Webb, Emily Hicks, Sean Gallivan, Dominique Yantko, Paul Benson

**Guests:** Francisco Peña-Bermejo, Carolyn Phelps, Susan Brown, Anne Crecelius, Corinne Daprano, Beth Schwartz, Joyce Carter, Dan Goldman, Terence Lau, Annette Chavez, Vicki Adams, Tom Skill, Pat Donnelly, Lynne Yengulalp, Tom Burkhardt, Sawyer Hunley, Yvonne Sun, Sue Trainum, Brad Duncan, Sarah Dickson

**Absent:** Andrew Ewwaraye, Kevin Kelly, Joe Watras, John White, Austin Hillman, Paul McGreal, Angela Busby-Blackburn

**Opening Prayer/Meditation:** L. Leming opened the meeting with a prayer.

**Minutes:** The minutes of the April 25, 2014 meeting of the Academic Senate were approved with 1 abstention.

**Announcements:**

- C. Krane welcomed everyone to the first Academic Senate meeting of the year. Introductions were made. C. Krane encouraged the student Senators to speak up as their input was very welcome and needed.
- C. Krane announced that constituent email lists will be distributed in early October from Elise Bernal in the Office of the Provost.
- Tom Skill announced new procedures for UDiT's test scoring service. He explained that staffing demands have changed and the change in hours/procedures would allow UDiT to better allocate their personnel to meet the needs of the university community. The elimination of evening hours will be offset by enhancements such as a 24x7 lockbox, the option of electronic distribution of test results via secure deposit to faculty Google Drive; guaranteed 2 business day service, with most services performed the same day (during open hours) and while you wait; optional image scanning of tests with scores; and option of campus mail delivery of tests/scores in tamper-evident envelopes. Expected implementation date in early October. A handout was provided.

**Committee Reports:**

**APC:** E. Mykytka reported the following in writing:

At first meeting of the Academic Policies Committee on September 9, the chair welcomed a large number of new members (over half are new to the committee this year) and reviewed the proposed policy on academic certificates that had been in development last year. The committee agreed that the current document should be forwarded to both the Graduate Leadership Council and to the academic units for review and comment. Committee members will simultaneously review the proposal in preparation for future discussion once feedback is received.

As part of its role with respect to the oversight of the Common Academic Program, the APC will be joined at its next meeting on Sept 23 by Sawyer Hunley, Assistant Provost for CAP, who will provide a brief overview of the relationship between the APC and the CAP Competencies Committee and other committees and activities. She will also bring recommendations from the CAPC about the review of CAP that was specified in Senate Doc 210-04 which formally initiated the Common Academic Program.

**FAC:** H. Gerla reported that the committee had met twice since the beginning of the school year. The committee was tasked by ECAS to determine the membership requirements of the University Nominating and Recruitment Committee (UNRC) and the Elections Committee. It was determined that the UNRC membership was spelled out in the committee bylaws. The committee will be making suggestions for improving the reach of the UNRC. No documentation about the Elections Committee has been located yet. The FAC will also be looking at inconsistencies in the by-laws of the two Faculty Hearing committees in light of the new university anti-discrimination and anti-harassment policy.

**SAPC:** J. McCombe submitted the following in writing:

#### The Academic Honor Code

Last year, ECAS charged the SAPC with attending to Section IV (“Student Status with Respect to the Academic Honor Code”) and Section V (“Appeal Procedure”) of the Academic Honor Code. Obviously, students, staff and faculty want to promote academic integrity, and across the University, units and departments should be consistent in how the Academic Honor Code is enforced. As a result, the SAPC was asked to revise and clarify those relevant sections of the document to ensure that the policies and procedures are consistently and fairly adhered to across the University.

The SAPC consulted with the Office of Student Development (OSD)—in particular, meeting multiple times with Debra Monk (Associate Dean of Students and Director of Community Standards & Civility). The goal of the SAPC was to align more intentionally the processes for

reviewing cases of academic misconduct with how other forms of misconduct are handled by the OSD.

By the end of the semester, draft revisions of both Sections IV and V of the Academic Honor Code were completed. What the SAPC attempted to clarify in the current draft includes the following:

- The precise window of time in which students are to be notified about suspicions of academic honesty.
- The importance of completing the Academic Dishonesty Incident Report, and where the report should be housed (i.e., the parties on campus who should receive a copy of the report) when a student commits academic dishonesty.
- The criteria for the possible expulsion of students who have committed frequent or egregious violations of the Academic Honor Code.
- The various processes by which students might appeal accusations of academic dishonesty.

This past summer, the Dean's Council reviewed the draft revision of those sections of the Academic Honors Code, and the following issues were discussed and later forwarded to ECAS and to the Chair of the SAPC:

1) There is disagreement among the deans as to whether Student Development should have any involvement in academic decisions about expulsion for honor code violations. A majority of the deans do not feel that Student Development should have a role in such decisions or in appeal processes leading up to such decisions.

2) There is a pragmatic concern among many of the deans' offices that trying to establish a policy such as this will draw attention away from the need to implement carefully and consistently the Academic Dishonesty Incident Report that the Senate established over a year ago. Given the unevenness of past practices across deans' and department offices in the reporting of academic dishonesty violations, there is still a good deal of administrative work to be done in getting the new reporting process fully implemented.

3) There continues to be need for discussion among the deans and with the Provost's office about whether we should allow an academic unit to expel students from the unit for academic dishonesty violations when they have not been expelled from the University.

In addition, ECAS has advised the SAPC that the Chairs and Program Directors should be consulted before any further revisions to the Academic Misconduct Policy are returned to the deans and ECAS.

Next Meeting of SAPC: 22 September 2014 (9:00 a.m. in HM 257)

**ECAS:** C. Krane submitted the following in writing:

ECAS was very active this summer, and involved in multiple levels of consultation.

ECAS was consulted on interim administrative appointments and on faculty composition on search committees.

ECAS invoked the University Nominating and Recruitment Committee policy to solicit self and colleague nominations for faculty representation on the Dean of the Law School and the Dean of the CAS Search committees.

ECAS and ELC were involved in several conversations about the nature, means and modes of information sharing of the Academic Climate Survey results. Last week, a letter on behalf of ECAS was sent to all senators, describing the actions of ECAS/ELC taken on behalf of the senate over the summer, as well as some ideas on the intended path forward. As indicated in the letter, though the direct actions from the administration and/or the senate that will emerge from these discussions are not currently known, it is likely that the senate will be involved in generating and discussing University-wide recommendations that are informed by this process. As well, the Senate may be consulted on ways to facilitate further discussion the emergent topics identified through the various feedback mechanisms. Please encourage your constituents to participate in the Academic Climate survey discussion in your units/divisions. And as a senator, please try to attend.

ECAS/ELC/Senate continues consultation and follow-up action on the Health Care Benefits resolutions and the Review of Administrators resolutions passed last year.

ELC met several times with HR VP Joyce Carter, and ECAS met jointly with the Faculty Board and VP Carter to discuss the composition of the HRAC and action on the Senate Health Care Benefits resolutions passed by the Senate in Fall 2013. Three faculty representatives from the CAS will be added to HRAC. VP Carter will be presenting an update on Senate resolutions, and the 2015 Health Benefits Plans today during this Senate meeting.

Three resolutions regarding the Evaluation of Administrators were unanimously approved by the Senate at the April 25 meeting. A copy of these resolutions was included in this Senate Meeting's materials and the inclusion of these resolutions within the Policies and Procedures Document 2007-05 is an action item listed on today's agenda. Interim Provost Benson has engaged ECAS in discussions on a proposed plan of action to be taken collaboratively, to achieve the policy and process outcomes sought in the resolutions. As a first step, an ad hoc team of four including Associate Provost Donnelly, a member of ECAS/Senate, a former Dean and a former chair will meet to characterize the issues that will need to be addressed in both a policy for evaluation/review of academic administrators and in subsequent guidelines and procedures for carryout such a policy. The team will be formed in the next week, and will convene meeting immediately, to report to ECAS within a 3 week timeframe. The issues characterized by the working group will be shared with ECAS, which will inform the

construction of a draft policy for evaluation of academic administrators by Interim Provost Benson. The plan is to have a draft policy by Thanksgiving, with the guidelines and procedures developed, vetted, and approved by the senate in time to be used this academic year for the review of academic administrators. We are asking for your help in identifying a former dean and a former chair to serve on this ad hoc team. Please forward names to Pat Donnelly. As well, if any faculty senator is interested in serving on this team, please forward your name to Pat Donnelly.

An Academic Scheduling Task Force (Co-chairs Linda Hartley and Phil Anloague) are leading a study of the academic and safety issues related to transit to and from CPC. Linda and Phil have time later on in the agenda for today's meeting and will be presenting their progress and as well as their request for assistance in the process.

Other initiatives that are ongoing in the senate include, Instructional staff titles, Academic Certificate programs, change in academic senate constitution, anti-discrimination policy, Honor Code/Academic dismissal policy, review of membership and function of the UNRC and elections committee, and the planning for the evaluation of CAP. These action items have been assigned to the appropriate standing committees of the Senate.

**Consultation:** Joyce Carter presented an update on the actions taken to address the Senate's resolutions about health care coverage passed in November 2013. The Human Resources Advisory Committee spent a great deal of time over the last year discussing the issues raised by the Senate resolutions. Coverage for Graduate Assistants will continue and the decision to stop GA family coverage was not reversed for 2015. In cases where both spouses are UD benefit-eligible, couples have the option of single coverage for each or family coverage. With the new tiered system in 2015, family coverage will be determined by the lower of the two salaries. No changes will be made to the coverage, copays, or RX charges for 2015. Premium costs will increase in 2015. A sliding scale for premiums based on UD salary will be implemented for 2015. After consultation with outside consultants and others in the industry, HR has determined that the administrative burden to implement sliding scales for total family income would be too great. Effectively implementing sliding scales for co-pays, deductibles, and out-of-pocket expenses is impossible. In 2015, out-of-pocket costs for RX will be included in employee max out-of-pocket costs. UD experienced an increase in number of lives (employees and dependents) covered (5,100 to 5,300), increases in number and cost of claims, and increases in federal mandates/fees for 2014.

In 2014, UD budgeted \$19 million with an additional \$3.5 million in employee premiums. Actual costs for 2014 are trending higher than expected so the estimated costs of health care for UD are projected to reach \$26 million in claims and fees in 2015. UD originally planned to budget \$21 million for 2015 with employees contributing \$5 million in premiums. Carter announced that UD revised the 2015 budget for health care costs to \$21.8 million, reducing the employee contribution via premiums to \$4.2 million. Employees were given the opportunity to give feedback on the system of premium payment. A majority of respondents (70% of 900+ people)

avored a tiered structure with the lowest paid employees paying lower premiums. A three-tiered system will be implemented for 2015 with the following tiers: <\$35,000, \$35,000-\$74,999, and \$75,000>.

These ranges were chosen because approximately 25% of employees fall in each of the lowest and highest tiers with approximately 50% in the middle tier. This breakdown is based on the total benefit-eligible population because it is impossible to know who may or may not sign up for health care. The amount of increase for a single employee in the Core plan will range from \$7 to \$17 a month. The amount of increase for an employee + family in the Core plan will range from \$17 to \$39 a month. The amount of increase for a single employee in the Advantage plan will range from \$24 to \$54 a month. The amount of increase for an employee + family in the Advantage plan will range from \$68 to \$159 a month. Tier assignment will be determined by employee BASE salary (for faculty that means the 9 month salary only, no summer pay) on January 1, 2015. Changes to base salary during the calendar year will NOT change tier. Life event and change in coverage will not change tier.

J. Carter provided slides detailing the history of health insurance costs at UD since 2011 as well the yearly cost split between the university and employees. Carter explained that the Board of Trustees has directed the university implement an 80/20 cost sharing model. Carter provided a slide showing that the university has not reached that level of cost sharing although 2015 will be close. HR expects participation in the Advantage plan to continue to drop in 2015. HRAC will be exploring high deductible health care plan options in 2015. The Advantage plan will hit federal threshold for "Cadillac plans" which will trigger penalties in 2018. HR would prefer to continue to offer employees a choice of plans.

J. Carter briefly discussed some future projects/options for controlling health care costs. A Wellness Coordinator has been hired and a wellness advisory committee has been formed. Health risk assessments will again be offered this year with a \$10/month discount on premiums. Free flu shots will also be offered again this year. The feasibility of an on-site wellness clinic is being explored. Carter expressed concern that more people had not signed up for the HRAs and solicited feedback on how to increase participation. Senators stated that there were some challenges with the timing and the need to fast beforehand. Others said that there is still a level of mistrust among some employees that UD gets the test results. J. Carter reassured everyone that only aggregate data is reported to the university.

M. Gabbe asked why the tier salary ranges had been increased up (for example, the lowest tier had moved from <\$30,000 to >\$35,000 and why faculty had not been consulted. Carter explained that the first numbers had been preliminary and that they did not take July 1, 2014 salary raises into consideration. Concerns about the percentage of increase of premiums were expressed. Questions about using household income rather than employee income were asked. Carter responded that it would be administratively difficult. Carter answered questions about movement between tiers by saying that movement was inevitable and that raises could not be refused even if they moved an employee from one tier to another. This is one of the biggest

complaints about tiered systems. Carter explained that the timing of health care planning cannot be changed so the university will always be reviewing and making decisions in the summer/early fall. One senator commented that the top wage earners would bear the brunt of the new costs.

C. Krane invited questions/comments from the guests. Terence Lau commented about what a difference a year makes. He explained that the directive from the Board of Trustees (80/20 cost sharing split with UD paying 80% and employees paying 20%) does not sit well with faculty in light of the climate survey and the feelings that the university is too “corporate.”

#### **DOC2014-11 Parliamentarian of the Academic Senate:**

After consultation with various faculty on campus including a former long-time parliamentarian and several past presidents of the Academic Senate, C. Krane determined that there was no explanation of the duties of the Senate parliamentarian. A draft to define the role of the Senate parliamentarian was prepared and reviewed by ECAS. A motion to adopt DOC 2014-11 was made by P. Anloague and seconded by L. Hartley. A. Slade asked if we should require certification by one of the national organizations governing parliamentarians. H. Gerla advised that having such a requirement might limit the pool of eligible applicants. J. Mashburn asked if the parliamentarian was just an advisor while the President, Vice President, or other meeting convener makes the final ruling. C. Krane answered in the affirmative.

**Outcome: DOC2014-11 was approved (26 yes, 0 no, 0 abstained).**

The UNRC will be tasked with gathering nominations.

#### **DOC2007-05 Amendment to Processes and Procedures of the Academic Senate:**

C. Krane explained that there were two sets of resolutions that had been mistakenly left out of the processes and procedures document and that the Senate needed to approve those actions ASAP. There was no discussion. A motion to amend DOC2007-05 was made by L. Leming and seconded by H. Gerla.

**Outcome: The Amendment to DOC2007-05 was approved (26 yes, 0 no, 0 abstained).**

#### **Academic Scheduling Committee Task Force Report:**

The Provost charged ECAS to constitute a task force to further study the impact of CPC on student transit time, scheduling, teaching, and other unintended consequences. P. Anloague reported that the group’s charge includes developing a data collection plan, collecting and analyzing data, and submitting recommendations to the Senate and the Provost. The task force is co-chaired by P. Anloague and L. Hartley with four other members: Lindsay Elrod, Patricia Hart, Patsy Martin, and Paul Vanderburgh. The task force is continuing the work of an ad hoc committee that met over the summer.

The task force is working with Richard Stock (SBA) to develop two surveys—one for students and one for faculty. The task force will also be gathering feedback from the Senate, the Chairs' Collaborative, Public Safety, Facilities, the City of Dayton, and other groups as appropriate. P. Anloague explained that any changes to scheduling such as increasing the time between classes would have a huge impact on the whole campus. Student success and safety are at the heart of the issue and those are campus-wide concerns. Reports say that there are between 2,000 and 3,000 crossings each day and estimates of transit times exceed ten minutes for some destinations. The timeline for the task force's work is fairly quick with recommendations expected by the November Senate meeting. Any changes for Fall 2015 need to be decided by February 15, 2015. A pedestrian bridge is one long-term possibility, but there are no "magic bullets." There are limitations to ideas such as increasing crossing light timing (already been adjusted) or increasing the number of cross walks.

**Next month:**

C. Krane announced that the October meeting of the Academic Senate would include a debrief of the October Board of Trustees meeting with Board Chair and university administrators. The entire cohort of Leadership UD will attend because their topic that day is shared governance.

The meeting was adjourned at 4:40 pm.

Respectfully submitted by E. Hicks