2-21-2014

2014-02-21 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

Follow this and additional works at: http://ecommons.udayton.edu/ecas_mins

Recommended Citation

Approved
Minutes of the Executive Committee of the Academic Senate
February 21, 2014
SM113B, 9:30-10:45 AM

Present: Abdullah Alghafis, Phil Anloague, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Terence Lau, Ed Mykytka, Carolyn Roecker Phelps, Joseph Saliba, Dominic Sanfilippo

Absent: Paul Benson

Guests: none

Opening prayer/meditation: C. Phelps opened the meeting with a prayer.

Minutes: The minutes of the February 14, 2014 ECAS meeting were approved.

Announcements:
- Next meeting - February 28, 2014, SM 113B, 9:30-10:45 AM
- Pat Donnelly will attend next week's meeting to discuss a task force report on student learning outcomes
- March 7th is mid-term break so ECAS will not meet.
- The agenda for the March 14th Senate meeting must be approved at next week's meeting (Feb. 28th)

Reports
APC: E. Mykytka reported that the committee had finalized their work on the document pertaining to degree programs and academic departments currently located in the Academic Senate "Documents in Progress" folder on Porches. A subcommittee is working on a policy for undergraduate certificates modeled after the policy for graduate certificates.

FAC: L. Hartley reported that the committee has been assigned three documents:

1) Nondiscrimination and Anti-harassment policy
2) Prohibited Conduct Policy
3) Intellectual Properties Policy
Progress:

The committee discussed potential issues for nondiscrimination policy at the February 13th meeting. These included the alignment of policies and procedures with current policies and procedures (to include Bias Related Incident Process, and the Faculty Hearing Committee on Grievances Bylaws and Procedures). Committee members have been assigned specific parts of the policy and process to review for the next meeting. Lori Shaw will be our guest at the Feb. 27th meeting to answer questions. FAC will be formulating a list of concerns and recommendations to ECAS.

We had two versions of the prohibited conduct policy – one from a website link, and the other from an attachment received by President Roecker Phelps. The two documents differed and potential errors

were noted. After the meeting, Dr. Donnelly addressed the discrepancy with HR. Currently HR is addressing this and making sure that we have the intended final version.

We have not yet received the IP policy.

SAPC: T. Lau reported that John McCombe had submitted feedback about the nondiscrimination and anti-harassment policy to ECAS. The committee's last meeting focused on the Academic Honor Code as related to the dismissal for academic dishonesty issue. A student review board already exists so the committee is proposing that a hearing be automatically triggered when dismissal is being pursued. They want to preserve a faculty member's discretion when to submit an incident report, but there has been an uneven application of standards. It is the Senate's responsibility to make the process clear to all faculty members. The SAPC will continue working on the Honor Code issues at their next meeting.

Old Business:
Evaluation of administrators: A new draft was disseminated but the discussion was postponed.

Discussion of ELC meeting: A discussion of the latest ECAS meeting was initiated. While several people felt the meeting was informative and helped lay the groundwork for future discussions, there was some general agreement that more opportunity for dialogue and discussion is desired. J. Saliba stated that he saw the last meeting as a SWOT analysis as a prelude to developing a new strategic plan. He commented that we are trying to build consultation from the ground up as well as build trust. C. Krane suggested facilities as the topic for the next meeting. ECAS will continue this discussion next week and start to come up with discussion questions. Everyone should review the university strategic plan in preparation.

New Business:
Student-run Businesses on Campus Policy: T. Lau provided an overview of the current draft policy. He stated that there was widespread agreement that the old policy could be better. A small group met over the last three months and provided a report that was used as the basis for the new policy. The draft policy includes two stages of businesses: The 30-day start-up phase and the established phase. An "intent to start student run business" form must be submitted to the Department of Management and Marketing at least 20 days prior to start-up. L. Hartley suggested that the student or students be notified in writing whether the proposal has been approved or not. Any business that continues beyond 30 days or makes $5,000 must enter the established phase. The established phase requires the business to be incorporated and to be insured. Businesses that involve food or drink require formal approval from day one. The policy applies to student-run businesses being run on campus. Landlord-owned housing is not "on campus." The policy covers not-for-profit as well as for-profit student-run businesses.

J. Saliba asked what criteria will be used to evaluate each proposal and who is ultimately responsible for making the decision. Forms will be filed with the Management and Marketing Department and someone in that department will have responsibility to disseminate the proposal to all necessary parties on campus.

The proposal has been assigned to the SAPC.

Changes in Voting Software: C. Phelps has received concerns from the Elections Committee about a potential change in the Senate elections software without any consultation. Elise Bernal received an email from Tom Skill saying that UDit had been tasked with identifying an enterprise voting/balloting

system that will fully integrate with campus authentication system. According to Skill, the request has come to UDit via "various faculty involved with the academic senate." C. Phelps has not received any complaints from Senators and when asked, no member of ECAS or the Elections Committee had either. C. Phelps will talk with Skill and indicate that to her knowledge, the Senate has no problem with the current voting software. E. Hicks stated that any process to choose a new voting system should involve the Elections Committee who thoroughly researched and tested voting systems a couple of years ago before choosing the current system.

Form/process of response regarding review of non-discrimination policy: C. Phelps asked if the Senate should make reviewing the non-discrimination and anti-harassment policy a formal, annual process. C. Krane stated that a yearly report of what changes had been made would be useful. ECAS decided to request a yearly report from the Title IX Coordinator to the Academic Senate early in the Fall semester. If concerns about the changes come up, the policy could be assigned to committee for review.

The meeting was adjourned at 11:00 A.M.

Respectfully submitted by Emily Hicks

Work in Progress

Task	Source	Previously assigned	To	Work due	Due
Consultation	ECAS	ECAS	ECAS	Open communication	ongoing
Department Processes	ECAS		APC	Proposal	
Instructional staff titles	Provost's office		FAC		
Information Literacy			ECAS	Charge	
Change in Constitution	ECAS				
Dismissal for academic dishonesty	SBA		SAPC		
Evaluation of administrators	Senator		ECAS		
Anti-discrimination policy	Legal		FAC, SAPC		
Student-run businesses	SBA		SAPC		
Illegal, Dishonest, etc. Policy	HR		FAC		
Misconduct in Research and Scholarship Policy	UDRI		FAC		
Tasks ongoing					
CAP Competency Committee oversight	Senate		APC	Hear monthly reports	
UNRC			ECAS	Hear monthly reports; Emily Hicks, chair	

Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	