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2012-10-19 Minutes of the Academic Senate

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Approved
Minutes of Academic Senate
Friday, October 19, 2012; 3:00 p.m.
KU West Ballroom

Present: John McCombe, Kurt Mosser, Dominic Sanfilippo, Leno Pedrotti, Carissa Krane, Laura Leming, Carolyn Phelps, Terence Lau, James Dunne, Ralph Frasca, Hussein Saleh, Kevin Kelly, Corinne Daprano, Philip Anloague, John White, Ruth Monnier, Tony Saliba, George Doyle, Jarred White, Paul Vanderburgh, Robyn Bradford, Emily Hicks, Donald Shimmin, Allie Michel, Joseph Saliba,

Guests: Kathy Molnar, Stephen Wilhoit, David Wright, Jonathan Hess, Deb Bickford, Bill Fischer, Katie Kinnucan-Welsch, Jim Farrelly, Linda Hartley

Absent: Paul Benson, Caroline Merithew, Sheila Hughes, John Clarke, Andrew Ewwaraye, Anthony Whaley, Arthur Jipson, Sarah Kerns, Paul Bobrowski, Vinod Jain, Partha Banerjee, Paul McGreal, Harry Gerla, Kathy Webb, Karen Swisher

Opening Meditation: Laura Leming opened the meeting with a meditation.

Minutes: Minutes of the September 21, 2012 meeting were approved.

Announcements:

The next meeting of the Academic Senate is November 16, 3:00-5:00 p.m. in KU Ballroom.

ECAS is again co-sponsoring with the Faculty Board the Faculty Association Exchange luncheon on November 13, 2012. The focus of the luncheon discussion will be on University communication strategies.

Committee Reports:

Academic Policies Committee (APC). L. Pedrotti reported that the Academic Policies Committee (APC) has met twice since the last ASenate meeting. Both APC meetings were devoted to oversight of the Committee on the Common Academic Program and Competencies (CAPCC). The APC formally approved most of a CAPCC procedures manual. This manual details the operating procedures of the CAPCC. One section of the CAPCC procedures manual was not yet approved. This section details procedures for periodic renewal of approved CAP courses. The APC and the CAPCC will have further discussions about this section. The CAPCC is ready to begin processing CAP course proposals.

Other issues before the APC include the development of a policy governing unit name changes, a review of the existing policy governing departmental name changes, mergers, and discontinuation, and an examination of the Competencies in relation to the Common Academic Program.

The next two meetings of the APC take place on Monday October 29 from 11am to 12pm in KU 211 and on Monday November 12 from 11am to 12pm in KU211.

Student Academic Policies Committee (SAPC). G. Doyle reported that the SAPC has been working on the following issues: 1) scholarship distribution; 2) summer tuition; 3) tuition refunds; 4) 18th credit hour; and, 5) academic honesty for online courses.

G. Doyle reported that Enrollment Management is presenting a major revamping of UD's tuition/fees/scholarship policy to the Board. Since this is the case the SAPC has dropped their scholarship distribution proposal. The SAPC's summer tuition proposal is also on hold due to the new tuition/fee/scholarship structure. Additionally, the SAPC's suggestion about tuition refunds has been dropped since this could

result in a loss of tuition and the deans already have the authority to overrule the current refund policy in legitimate unforeseen situations.

The SAPC will continue to discuss the suggestion that all students be permitted to take 18 credit hours without having to pay extra for the 18th hour. The committee is examining how many students are currently taking 18 credit hours and the potential loss of revenue to the university if this policy was extended to all UD students. Finally, the SAPC has been discussing the issue of academic honesty for online courses. T. Lau conducted a survey of faculty perceptions of cheating in online courses at UD and the results revealed that most respondents did not perceive cheating as a problem. This result is counter to national studies. The SAPC will work with the LTC to discuss creating best practice materials for faculty who are teaching distance learning courses.

Faculty Affairs Committee Report (FAC). E. Hicks reported that the FACAS is continuing work on DOC 12-09 (faculty responsibilities) and DOC 12-10 (outside employment). Our next meeting is Thursday, Oct. 25th from 9:30-11 am in Roesch Library 205.

Executive Committee of Academic Senate (ECAS). C. Phelps reported that ECAS discussed the Student Evaluation of Teaching (SET) questions and procedures currently under consideration by the SET committee. ECAS also discussed a possible review of the policy on consensual relationships between faculty and students. Associate Provost Donnelly reported to ECAS that a policy is in place and that the policy has been used effectively to address issues that have arisen. C. Phelps also reported that T. Lau discussed the results of the SAPC's survey on cheating in distance learning courses with ECAS. ECAS also met recently with Tom Westendorf (Registrar/Calendar Committee) regarding possible changes to the AY calendar. C. Phelps previewed the new ASenate website and encouraged senators to familiarize themselves with the new site.

Additionally, C. Phelps indicated that the school (SOEAP) and department (Languages) naming documents approved at the ASenate's September meeting were numbered in error and should not have been considered Senate documents. J. Farrelly disagreed and argued that the ASenate violated the Academic Senate Constitution by not voting on the documents. C. Phelps indicated that ECAS has charged the APC with creating a clear approval process for these types of name changes.

Reports:

Medical Benefits. Kathy Molnar (HR) reported that there will only be a minimal increase in employee benefit costs because of UD's focus on wellness and prevention programs (such as the Faculty/Staff wellness program, annual health screening program, flu shots, discounted RecPlex memberships, and subsidizing of the Weight Watchers program). The actual benefit cost increase will be 4-9% and is based on the plan a particular employee selects. The open enrollment period for benefit plan selections and changes is October 29 to November 16, 2012. Employees have until November 30, 2012 to enroll in a flexible spending account. There are no changes this year to employee benefit coverage.

Bias Related Incident Team (BRIT)/Campus Awareness Response & Evaluation (CARE). B. Fischer reported on these two response teams and their role on campus. He noted that the CARE team was created in response to violent events that have happened on campuses such as Virginia Tech and Northern Illinois. The purpose of the C.A.R.E. team is to identify, assess and respond to concerns and/or potential threats to the campus community. The team will maintain communication with appropriate offices and individuals. The team created a CARE guide which is being implemented to help faculty know what to do to help students in distress. The guide outlines a process that will serve as an early alert system so the CARE team can intervene and help students in distress. The team welcomes and encourages feedback to improve the system and process. R. Frasca asked at what point faculty should make a call to the CARE team regarding a student. B. Fischer indicated that faculty should call when they

have a question or concern about a student or a situation. He also indicated that the guide will be distributed to all faculty members.

The Bias Related Incident Team, led by Dr. Jack Ling, has developed a more transparent process for reporting bias related incidents. An on-line reporting form that is now linked to the Provost's website will make the form more widely accessible to faculty, staff, and students. T. Lau asked if there were any plans to summarize and make transparent bias related incidents that occur on campus. B. Fischer indicated that the goal is to create a summative report and make it available to the campus community.

Board of Trustees Report. Provost Saliba highlighted several items discussed at the October Board of Trustees meeting. He reported that the Board discussed the results of the campus-wide climate survey and is looking at ways to improve communication between the administration and the campus community. He indicated that the Academic Affairs Committee of the Board discussed and approved the re-naming of the School of Education & Allied Professions. The new name will be effective July 1, 2013. He reported that the Board is examining ways to be more transparent about tuition, scholarship, and fees not just during a student's first year but throughout their four year enrollment at UD. He also reported that the Board discussed the results of the Mission & Identity survey. The survey gathered information from faculty, staff, students, alumni, and the Board to determine if we "are walking the talk." The campus community will be surveyed again in the next several months. The Board was also briefed on the dashboard.

The Student Development Committee of the Board heard a presentation on SGA's (Student Government Association) goals for this AY as well as a strategic plan for Student Development. The Academic Affairs Committee (AAC) of the Board had a conversation with Dean Webb regarding what strategic initiatives the Library has for the future. One initiative is to make the Marian Library more globally accessible and to use the library to promote the entire university. Other initiative include creating more space for Learning Commons where students can meet as groups while still retaining quiet spaces for study. There is an increase in usage of the library recently especially among international students. The AAC also heard a Distance Learning update regarding the Deltak contract. The AAC also discussed the initiative to hire 45 new FT faculty over the next several years.

After the Provost's report L. Leming asked if the Board had discussed implementation of the CAP and UD's lack of adequate classroom space. Provost Saliba indicated that a campus-wide space study is completed every year and that the study actually demonstrated that our major problem is not lack of space but lack of right sized classrooms. Many of our classroom spaces are too small or too large.

Senate Doc 12-04 Academic Honor Code Revision. C. Phelps reviewed the change made to section V. Appeal Procedure (C.). T. Saliba made a motion to approve Senate DOC 12-04 Amended. The motion was seconded by G. Doyle. J. Dunne then asked how students would be notified of the Dean's decision as noted in section V. Appeal Procedure (C.). G. Doyle answered that the notification must be in writing and that the SAPC did not feel there was a need to further specify how that written notification would occur.

T. Lau then made a motion to "call the question" and this was seconded by G. Doyle. The motion to end discussion on Senate DOC 12-04 was approved by a vote of 24 approved; 0 opposed; 0 abstained. **The motion to approve Senate DOC 12-04 "Academic Honor Code Revision (Amended)" was then approved by a vote of 24 approved; 3 opposed; 1 abstained.**

Student Evaluation of Teaching (SET) Core Items. L. Hartley provided a summary of the SET committee's work to date and a timeline for completing their work. She then asked for feedback from the ASenate on the proposed SET core items.

J. White presented feedback from Teacher Education faculty stating that many felt the core items were assessing student evaluation of teaching rather than learning. Many also felt that we should be assessing the Habits of Inquiry & Reflection objectives. Additionally, some questioned whether the core items were the best questions for assessing learning in a distance learning environment. L. Hartley indicated that the SET committee did discuss the CAP/HIR outcomes with Sawyer Hunley and decided that all of these outcomes may be irrelevant in a particular course. However the ones that are appropriate for a given course could be added into a particular course or department evaluation. She also noted that it is the SET committee's intent to use the same core items for face-to-face and distance learning courses.

J. McCombe presented feedback from English Department faculty stating that opened ended question #1 seems ambiguous. The question could be interpreted as "what would the student suggest the instructor change" rather than "how could the student take more responsibility for his/her own learning".

T. Lau asked why questions such as "what is your GPA?" and "what grade do you expect to get in this course?" were not included. L. Hartley indicated that the majority of the relevant literature does show those questions to be important questions to ask students.

P. Analogue asked if the SET committee considered weighting questions differently. J. Hess indicated that the complexity of weighing questions differently may actually outweigh the ability to interpret the data. A better way to account for differences among the core items would be to include additional questions in a particular category. L. Hartley stated that the relevant literature demonstrates that preparation and organization questions are some of the more important questions.

C. Krane asked if it would be made clear to students that the demographic data would be kept confidential. J. Hess stated that student anonymity must be assured and that the student demographic data must absolutely be kept confidential. D. Sanfilippo suggested that it be made clear to students that their responses would not in any way be linked to their name and course grade.

J. McCombe asked how the SET committee will decide which 6-10 core items to use in the SET instrument. J. Hess reported that the committee will pilot a larger number of core items and conduct a statistical analysis of the results. J. Farrelly reminded the SET committee that one of the goals for revising the SET instrument was to decrease the number of items.

J. Dunne then suggested adding an "overall" question to the instrument such as "overall, what did you learn in this course?" L. Hartley indicated that the proposed open-ended questions may actually address that overall question. The committee also intends to allow students the option to include additional comments and questions.

C. Phelps concluded the discussion of the proposed SET core items by asking senators to forward further comments and feedback directly to L. Hartley.

The meeting was adjourned at 5:05 pm.

Respectfully submitted by Corinne Daprano