11-10-2011

2011-11-10 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

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Approved
Minutes of the Executive Committee of the Academic Senate
November 10, 2011; 1:30pm
St. Mary’s Hall Room 113B

Present: Paul Benson, Corinne Daprano, George Doyle, Jesse Grewal, Jonathan Hess, Emily Hicks, Antonio Mari, Leno Pedrotti, Carolyn Phelps, Andrea Seielstad, Rebecca Wells

Absent: Joseph Saliba

Guest: Pat Donnelly, Jim Farrelly

Opening Meditation: Paul Benson opened the meeting with a meditation

Minutes: The minutes of the November 3, 2011 ECAS meeting were approved

Announcements: The next meeting of ECAS is November 17, 2011 from 1:30-2:30 p.m. in SM 113B.

J. Farrelly reported that 26 faculty members are registered to attend the Faculty Board/ECAS co-sponsored luncheon meeting on faculty workload next Tues., Nov. 15 from 12-1:30 PM in the KU East Ballroom.

J. Hess reported that a call for volunteers to the UNRC went out on Mon., Nov. 7, 2011 and next Weds, Nov. 16, 2011 is the deadline for responses.

C. Phelps reported that Mike McGinnis (CAS) is willing to serve as the student representative to the CAP Competency committee. C. Phelps made a motion to accept this nomination and the motion was seconded by G. Doyle. The motion passed unanimously.

E. Hicks reported that all Senate documents have now been digitized and will be available as soon as the public interface is completed.

Old business
Summer enrollment proposal. J. Hess asked Tom Burkhardt, VP of Finance for input on Vinod Jain’s (ENGR) summer tuition proposal. G. Doyle volunteered to contact Pat Sweeney (ENGR) for a copy of the survey that was completed by graduate ENGR students regarding summer tuition.

Agenda for the December meeting of the full Senate J. Hess discussed the inclusion of the following items on the December meeting of the Senate:
1. Student evaluation (FAC)
2. PA program (APC)
3. Titles for instructional staff, policy on emeritus status (FAC)
4. Performance dashboard (Office of the Provost)

The Student Evaluation of Teaching (SET) proposal by FAC will be reviewed by ECAS next week so that Linda Hartley (FAC chair) and Shelia Hughes can attend the ECAS meeting to discuss the revisions made to the proposal since it was last reviewed by ECAS.
C. Phelps reported that the APC voted to support the **MPA program proposal**. APC members did not feel that any changes were needed to the proposal at this point. The APC did raise several concerns regarding the proposal to Kevin Kelly, SOEAP Dean, and he agreed to try to address those concerns. There was some discussion then on how the proposal moves forward to the Senate. P. Benson stated that the full curriculum, which is not currently part of the proposal, will need to be reviewed by the Senate. P. Donnelly agreed that the full proposal with the curriculum included needs to be approved by the Senate before the proposal can be submitted to the Ohio Board of Regents for approval.

**Performance Dashboard.** J. Hess will check with J. Saliba to determine if he will be presenting material regarding the performance dashboard at the December Senate meeting. P. Benson suggested that it may make sense to move this item to the January meeting agenda.

**Faculty Titles Proposal.** P. Donnelly provided background information regarding the need for this proposal. He indicated that, at their last meeting, the FAC voted to approve the proposal. J. Hess indicated that the document then is ready to go to the Senate for approval at the December Senate meeting. P. Donnelly will send the proposal to C. Daprano who will number the document so it can be posted to the Academic Senate’s website for senators to review prior to the December Senate Meeting.

**UNRC updates.** C. Daprano volunteered to examine the UNRC Bylaws document to make sure changes/revisions have been made to the document so it can be finalized.

**New business**

**Judicial Review Committee (JRC) proposal.** J. Hess reported that after much consideration, Student Development is proposing changes in the Senate representative for the Judicial Review Committee.

Several members of ECAS voiced concerns regarding the proposal. A. Mari indicated that it would be very difficult for the student member of the JRC to gain the level of experience (2 years of service to the University Hearing Board) being proposed for membership on the JRC. The student would need to be a member of the UHB during their second and third year at the university to be eligible to serve on the JRC. Other members of ECAS pointed out that while it is more of a possibility that a faculty member would meet this proposed membership requirement there still is no guarantee that a faculty member who has served for 2 years on the UHB would have necessarily been involved in a UHB hearing. A. Seielstad also agreed that the proposed membership requirement seemed onerous and that for this type of review process it may actually make more sense to have someone without UHB experience on the JRC so as to provide an outsider’s perspective.

After this discussion, the members of ECAS decided that since this proposal would require a change to Senate DOC 07-05 it will need to be presented to the Senate. ECAS also decided to undertake review of the proposal instead of sending it to one of the Senate standing committees. J. Hess will invite Debra Monk, Assistant Dean of Students to an ECAS meeting to further discuss the proposal.

The meeting was adjourned at 2:30 PM.

Respectfully submitted by Corinne Daprano
Standing committee work assignments. Below is an updated list of assigned standing committee tasks:

<table>
<thead>
<tr>
<th>Task</th>
<th>N/C</th>
<th>Prev</th>
<th>To</th>
<th>Work due</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>*UNRC policy doc</td>
<td>C</td>
<td>UNRC</td>
<td>ECAS</td>
<td>Review final document</td>
<td>??</td>
</tr>
<tr>
<td>*Consultation issue</td>
<td>C</td>
<td>ECAS</td>
<td>ECAS</td>
<td>Work to resolve issues</td>
<td>??</td>
</tr>
<tr>
<td>*Faculty evaluation (SET)</td>
<td>C</td>
<td>FAC</td>
<td>ECAS</td>
<td>Purpose of eval (revision)</td>
<td>??</td>
</tr>
<tr>
<td>GLC docs (3)</td>
<td>N</td>
<td>APC</td>
<td></td>
<td>Review</td>
<td>??</td>
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<tr>
<td>PA proposal</td>
<td>N</td>
<td>APC</td>
<td></td>
<td>Review</td>
<td>Nov.</td>
</tr>
<tr>
<td>Academic misconduct</td>
<td>C</td>
<td>APC</td>
<td>S/APC</td>
<td>Develop instructions</td>
<td>??</td>
</tr>
<tr>
<td>Student honor code</td>
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<td>APC</td>
<td>S/APC</td>
<td>Review for issues</td>
<td>??</td>
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<td>PDP proposal</td>
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<td>APC</td>
<td>APC</td>
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<td>later</td>
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<td>Intellectual property rights</td>
<td>C</td>
<td>FAC</td>
<td>FAC</td>
<td>Proposal</td>
<td>Nov. 8</td>
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<tr>
<td>Titles/emeritus</td>
<td>C</td>
<td>FAC</td>
<td>FAC</td>
<td>Proposal</td>
<td>Nov. 8</td>
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<tr>
<td>Tasks not yet assigned</td>
<td>N/C</td>
<td>Prev</td>
<td>To</td>
<td>Work due</td>
<td>Due</td>
</tr>
<tr>
<td>*Voting representation</td>
<td>N</td>
<td>Ad hoc</td>
<td></td>
<td>Report and proposal</td>
<td>??</td>
</tr>
<tr>
<td>Committee membership</td>
<td>C</td>
<td>UNRC</td>
<td>UNRC</td>
<td>Complete the list</td>
<td>??</td>
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<tr>
<td>Faculty workload</td>
<td>N</td>
<td>FAC</td>
<td></td>
<td>Report and proposal</td>
<td>Mar. 2</td>
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<tr>
<td>Tasks ongoing</td>
<td>N/C</td>
<td>Prev</td>
<td>To</td>
<td>Work due</td>
<td></td>
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<tr>
<td>Oversight of CAP dev</td>
<td>N</td>
<td>APC</td>
<td></td>
<td>Hear monthly reports</td>
<td></td>
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<tr>
<td>Tasks completed</td>
<td>N/C</td>
<td>Prev</td>
<td>To</td>
<td>Work due</td>
<td>Due</td>
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<td>CAP&amp;CC voting rights</td>
<td>N</td>
<td>APC</td>
<td></td>
<td>Offer recommendation</td>
<td>Aug. 30</td>
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<td>Academic misconduct</td>
<td>C</td>
<td>ECAS</td>
<td>S/APC</td>
<td>Develop form</td>
<td>Sept. 27</td>
</tr>
</tbody>
</table>

Priorities for Senate meetings
1. Top priorities
   a. Student evaluation (FAC) -- Need this to move forward on this issue yet this year
   b. PA program -- Needs to get to Board of Trustees in January
2. Next priorities
   a. Grad School documents -- These are issues where we have no policy (or lack clarity), and that is needed sooner rather than later
   b. Titles for instructional staff, policy on emeritus status (FAC) -- Pat Donnelly needs this for next year’s contracts
3. Needs to get done, but not time-sensitive with regard to a month or two
   a. Intellectual property rights (FAC)
   b. Application of the academic misconduct form (APC/SAPC)
   c. PDP document (APC)
   d. JRC document
   e. Faculty workload (FAC) -- important, but won’t be ready until spring

Other priorities for our work in ECAS
1. Consultation issue -- Need to resolve this issue so that we can move forward together
2. Voting rights committee -- Need it to get moving so it can report by April
3. UNRC -- Need to constitute it for future committee population