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2012-01-09 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
January 9, 2012; 1:30 PM
St. Mary's Hall Room 113B

Present: Paul Benson, Corinne Daprano, George Doyle, Jonathan Hess, Emily Hicks, Leno Pedrotti, Carolyn Phelps, Rebecca Wells

Absent: Jesse Grewal, Antonio Mari, Joseph Saliba, Andrea Seielstad

Guests: Pat Donnelly, Linda Hartley

Opening Meditation: Carolyn Phelps opened the meeting with meditation

Minutes: The minutes of the December 1, 2011 and December 15, 2011 ECAS meetings were approved

Announcements: The next meeting of ECAS is January 23, 2012 from 1:30-3:00 p.m. in SM 113B.

J. Hess reminded ECAS that we will meet with the president and provost to talk about consultation this Friday, 1/13, from 3:00-4:30 in SM 113B.

J. Hess reported that J. Saliba will have to miss 1 meeting per month due to a conflict with our time schedule.

Paul Vanderburgh, GPCE Dean has scheduled a voluntary meeting for Senators to discuss the mission and identity documents. The meeting will be on Friday, Feb. 17, 2012. The mission and identity documents are posted on the Senate Porches site for review.

Old business

Agenda for Jan. 20 full Senate meeting. ECAS agreed on the following items for the January 20 meeting:

1. Documents for discussion and voting
 - a. *Titles for instructional staff, policy on emeritus status* (FAC) -- L. Hartley
 - b. *Intellectual property rights* (FAC) -- R. Wells
2. Discussion, but save vote for Feb.
 - a. *Student evaluation* (FAC) -- L. Hartley/S. Hughes
 - b. *Academic honor code* (SAPC) -- G. Doyle
3. Reports
 - a. *Implementation of maternity leave policy* -- P. Donnelly (about 10 minutes + 5 for Q&A)

Meeting with CFO. J.Hess reported that he planned to check Tom Burkhardt's availability for a January or February meeting with ECAS.

Old business

SET. L. Hartley reviewed several changes that have been made to the SET proposal since it was last reviewed by ECAS. The following changes were made: 1) the format of the proposal was changed and much of the proposal's background information was added to the end of the document as appendices; 2) the term "formative" was changed to formal review throughout the document; and, 3) further emphasis was added to the recommendations to stress their consistency with current UD policies.

Discussion of the proposal by ECAS followed L. Hartley's presentation of these changes. G. Doyle asked for a clarification of who sees what evaluations. L. Hartley explained that for the formal review process the department chair and faculty member would have access to the evaluation. Those evaluations used primarily for formative purposes would be seen by the faculty member and could also possibly be seen by the faculty member's chair and/or Dean. P. Benson suggested that it would be especially important to keep in mind how the SET proposal is presented to the ASenate because most of the other Senators have not been a part of the development of the document. He suggested that it might be helpful to let the ASenate know "what is not being proposed" as well as what is being proposed. L. Pedrotti suggested that the FAC highlight changes from current practices when introducing the proposal to the Senate. J. Hess announced that L. Hartley would be responsible for a 10-minute preview of the Senate DOC at the Jan. 20 meeting and for leading a discussion of the proposal with assistance from Shelia Hughes.

UNRC issues. J. Hess reported that he would contact the faculty members who volunteered to serve on the UNRC to see if they were still interested in serving. ECAS agreed that the following volunteers would be asked to serve: 1) Monish Chatterjee (SOE) – 1 yr. term; 2) Katie Marre (CAS) – 2 yr. term; and 3) Charlie Russo (SOEAP) – 3 yr. term. E. Hicks had already agreed to serve on the committee. She will represent the Libraries as well as ECAS. J. Grewal is working to help ECAS find a student member.

J. Hess then reviewed several changes that still needed to be made to the UNRC bylaws. E. Hicks volunteered to clean up the document and make the suggested changes. She will create a list of recommendations for UNRC and a separate document for the bylaws.

Charge to FAC for summer tuition issue. ECAS agreed to put this issue on hold until T. Burkhardt is able to attend an ECAS meeting.

Academic honor code. G. Doyle reported that the SAPC finished their work on revising the Academic Honor Code on November 9. Subsequently, he sent copies to individuals in the Office of the Provost, the Deans' offices, graduate school office, Legal Affairs, Office of Admissions, Faculty Board, AAUP at UD, and faculty in his department for input. In addition SGA discussed and tentatively approved the revision. Most of the feedback was positive.

After some discussion it was agreed by the members of ECAS that G. Doyle would also ask Bill Fisher, VP of Student Development for a formal response to the proposed changes. Additionally, ECAS suggested a few minor changes to the wording of the cover page of the proposal.

New business

P. Donnelly indicated that a Policy on Outside Employment would be presented to ECAS. J. Hess agreed to add the document to ECAS's next agenda for discussion and assignment to an ASenate committee.

C. Phelps noted that revised GLC documents would be ready for review by ECAS in February. The APC has been gathering additional feedback regarding the documents from the SOEAP.

The meeting was adjourned at 2:55 PM.

Respectfully submitted by Corinne Daprano

Standing committee work assignments. Below is an updated list of assigned standing committee tasks:

Task	N/C	Prev	To	Work due	Due
*UNRC policy doc	C	UNRC	ECAS	Review final document	??
*Consultation issue	C	ECAS	ECAS	Work to resolve issues	??
*Faculty evaluation (SET)	C	FAC	ECAS	Purpose of eval (revision)	??
GLC docs (3)	N		APC	Review	??
Academic misconduct	C	APC	S/APC	Develop instructions	??
Student honor code	N		SAPC	Review for issues	??
PDP proposal	C	APC	APC	Review Appendix A	later
*Voting representation	N		Ad hoc	Report and proposal	Feb. 29
Faculty workload	N		FAC	Report and proposal	Mar. 2
Tasks not yet assigned	N/C	Prev	To	Work due	Due
Committee membership	C	UNRC	UNRC	Complete the list	??
Tasks ongoing	N/C	Prev	To	Work due	
Oversight of CAP dev	N		APC	Hear monthly reports	
Tasks completed	N/C	Prev	To	Work due	Due
CAPC voting rights	N		APC	Offer recommendation	Aug. 30
Academic misconduct	C	ECAS	S/APC	Develop form	Sept. 27
Intellectual property rights	C	FAC	FAC	Proposal	Nov. 8
Titles/emeritus	C	FAC	FAC	Proposal	Nov. 8
Launch voting rights cmte	N		ECAS	Proposal	Feb. 29
PA proposal	N		APC	Review	Nov.