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2023-01-20 Minutes of the Academic Senate

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Minutes

ACADEMIC SENATE

Meeting: Friday, January 20, 2023

Time/Location: 3:30pm - 5:30pm – KU Ballroom

Presiding: Sam Dorf, President of the Academic Senate

Present: Joanna Abdallah, Philip Appiah-Kubi, Paul Benson, Art Busch, Sarah Cahalan (Secretary), Ali Carr-Chelman, Trevor Collier, Anne Crecelius (Vice President), Jacob Cress, Lissa Cupp, Jennifer Dalton, Wiebke Diestelkamp, Sam Dorf (President), Greg Elvers, Deo Eustace, Jon Fulkerson, Tim Gabrielli, Nancy Haskell, Precious Henderson, Siobhan Huner, Jay Janney, Camryn Justice, Becky Krakowski, Erin Kunz, Suki Kwon, Vince Miller, Grant Neeley, Danielle Poe, Molly Potter, Mary-Kate Sableski, Andy Strauss, Kathy Webb, Andrea Wells, Mary Ziskin

Remote: Lois Cavucci, Greer Glover (Parliamentarian)

Absent: Isaac Grude, Gül Kremer, Rebecca Potter, Chris Roederer, Darcy Setter, Helena Thompson, Todd Uhlman

Guests: Amy Anderson, Phil Anloague, Sean Cahill, Susan Brown, Lee Dixon, Darren Elking, Kathrin Hanek, Mark Hillman, Justin Keen, Jane Koester, Sky Lantz-Wagner, Maci Rutledge, Beth Schwartz, Daniele Sofer, Diane Sullivan, Kim Trick

Agenda Item	Action	Material
Opening Prayer - Wiebke Diestelkamp		
Attendance	Sign-in sheets were passed around	
Minutes—November 18, 2022	**Approved**	Draft Minutes from November 18, 2022
Announcements	President Dorf addressed the racially-motivated attack that occurred at Indiana-Bloomington this week. ECAS stands in solidarity with Asian students. Sadly, this is just another reminder that anti-Asian hate is real, it is on	

| | the rise in our region and across our nation, and it is our collective responsibility at UD to combat it.

Blue Sky Scoping Updates:
  ○ ECAS will receive weekly updates as the work develops and ELC is meeting with co chairs next week.

Safety Training
  ○ All-hazards training sessions will be offered throughout the year. To kick off the training for this semester, an in-person training will be held at **1 p.m., Thursday, Feb. 9, in the Kennedy Union Ballroom, designed specifically for faculty, staff and students, to provide them with more information on emergency preparedness and communication protocols during an emergency**.

Welcome to new and returning Senators who are filling in as sabbatical replacements or coming back from sabbaticals.

Reminder: Senators are called on first during Q&A and we want to limit comments and questions to 2 minutes each. | |
| **Resources for Faculty and Staff Wellbeing (30 min)**
-Maci Rutledge | Porches-> Human Resources -> Wellness Program Different offerings are available every semester, including Lunch & Learns, fitness classes.

Health affects our work and vice versa. Many people have experienced burnout in recent years. Options exist for Rutledge to come to offices on campus to discuss the wellness program, including both the benefits and the barriers to participation.

Benefit-eligible faculty and staff, graduate assistants, and some programs are available to retirees and their spouses. | [Powerpoint slides appended](#)

[Handout appended](#) |

	Annual incentive discount: it is possible to get a discount on your health insurance premium. UD uses Healthworks for the activity tracker program, annual biometric screening. LifeWorks is UD's Employee Assistance Program. It is free, confidential, available to employees and their dependents. Five sessions available per incident, for example grief support. Rutledge encourages UD employees to look at what they offer before they need it; it has a lot of useful tools. Anthem benefits plan provides several useful tools including a diabetes prevention program; LiveHealth Online for 24/7 virtual care; Sydney health mobile app Onsite health clinic planned to open in spring 2023, will be on Brown Street and will include services such as physicians, screenings, lab services Navigate to go.udayton.edu/hrtraining to sign up for wellness classes.	
Culturally Engaging Campus Environments Surveys Preview (15 mins) - Justin Keen	Keen represents the university's Assessment Standing Committee, which is developing and administering these surveys. They build on similar surveys developed by other institutions. Student, faculty, and staff surveys will be administered over several years. Preparations are underway now, surveys in fall 2023, surveys will be repeated in fall 2026. The goal is to surface information regarding where UD stands on inclusive excellence goals, as well as the experiences of culturally diverse members of our community. How are specific groups, especially diverse and traditionally underserved groups, experiencing campus? How are these experiences impacting performance and success? Keen shared an example of data gathered at Georgetown University, demonstrating how family income influences how highly valued students consider their cultural communities to be on campus. Question: Are we able to tweak and add to the survey to capture UD-specific data? Answer: yes, the committee	[Powerpoint slides appended](#)

	is looking for ways to gather data that will give insight into progress since previous surveys on campus climate. Question: Will there be any students on the committee? Answer: yes, they are hiring student employees to work on the committee. There will also be open forums and collaboration with the Student Government Association.	
Full-Time Non-Tenure-Track Faculty Promotion Policies (20 mins) -Grant Neeley, FAC	This work comes out of decisions made by the Senate last year, specifically that the policies for Lecturers and Clinical Faculty will be combined and that there will be a combined promotion policy (University Professional Faculty Promotion Policy) for both lecturer or clinical faculty/faculty of practice. Part of the promotion policy is that inclusive excellence must be demonstrated in at least one dimension of professional responsibilities, which is in alignment with the policy for tenure-track faculty. FAC seeks input from the Academic Senate on the voting process for passing this promotion document. Technically, the Academic Senate could just pass the document. But professional faculty are the ones impacted by this combined policy. FAC and ECAS favored a Senate vote followed by a vote of the professional faculty to whom the policy applies. Discussion of the term "professional faculty," and reminder that the lecturer and clinical distinctions will remain. Current titles could still exist ("Lab Instructor," for example), but individuals would all have a path to promotion as defined by this document. Neeley requests feedback on the method, not wanting to roll this process out to the impacted professional faculty without some confidence on the method which would be used. Senators indicated support for a Senate vote followed by a vote of the professional faculty to whom the policy applies.	
Continued Efforts to Support Student Success (30	Background: AY21-22 decision was made to expand midterm grading to second-year students in addition to first-year students. In AY22-23 the expansion was	DOC 2023-01: Midterm Assessment Policy

| **mins)**
-Anne Crecelius, APC and Lee Dixon, Assoc. Provost for Academic Affairs and Learning Initiatives | extended for another year. In September 2022, APC was charged to consider midterm progress reporting for all undergraduate students, based on calls from student senators.

Considerations: student senators have expressed that they and their constituents want letter grades to indicate their midterm progress. A student and an instructor may have different views of what is a "good job," whereas a grade provides a benchmark. While work may be distributed unequally over the semester, best practice in instruction is to have at least some graded material completed by mid-semester.

The new policy itself is a paragraph to be added to the faculty handbook.

There have been concerns raised around faculty workload as well as frustration with reporting systems and processes. APC hoped to remove one of the seven reports currently required of faculty. Dixon: Unfortunately, despite initial optimism, we are not currently able to remove any work to make up for the added work represented here.

Mechanisms to collect data on attendance, progress, etc.: Banner, Isidore, Student Success Network. The SSN reports in particular have had great impact on student success, and with continued progress there, along with the expansion of midterm grades, it might be possible to eliminate some of the required reports through the term..

Good news: Recent improvements to processes to export-import grade data across Isidore and Banner. That process is going to get even easier soon, with the push of a button. Comment that this *has* in fact reduced workload.

Next steps: implementation in fall 2023. Continued goals to reduce workload, edit/revise prompts in Student Success Network, improve cross-system data processes.

This policy applies to undergraduates only. But it has been noted that many graduate students would also like additional feedback.

Comment/question: Many instructors never have student athletes so the potential reduction of that report does not lighten their workload. SSN report #2 and midterm | |

| | grades are really close; could SSN #2 be eliminated? Answer: The impact of the information from SSN #2 is very impactful on success, since it gives students a chance to turn performance around before midterms.

Questions about classes like co-ops, internships, honors theses. How will midterm grades be calculated for these? Answer: However you do it at the end of the semester. The midterm grade is not a binding grade but an opportunity to provide feedback on progress.

Discussion: The case of co-ops, where students receive the grade from the business where they work off-campus. Example of credit/no credit classes also shared. Perhaps some language could be developed allowing the ability to opt a specific course out of this policy. This could be added by APC and brought back to Senate at the next meeting.

Question from Crecelius: pending these discussed changes, are Senators generally in favor of this policy? Senators indicated support.

<u>No Vote was taken at this time.</u> ECAS will bring it back to the next Senate meeting, pending changes in APC.

Dorf: Thank you to the student Senators this year, last year, the previous years, for surfacing the need for expansion of midterm grades. | |
|---|---|---|
| **SAPC Policy on Student's Academic Rights and Responsibilities (15 minutes)** -Jay Janney, SAPC | Background on the charge. "The Student Academic Policies Committee was charged by the Executive Committee of the Academic Senate to review the Student's Academic Rights and Responsibilities Policy section in the Faculty Handbook (pp. 72-73 in the 2021 edition) and propose potential revisions to include the use of proctoring software, and other forms of electronic monitoring of students in the course of their academic work."

Nothing was eliminated from the current document. Language has been added specifically around the monitoring of students during tests/evaluations/etc. Students have the right to be notified how they will be digitally monitored, and accommodations must be provided if the digital monitoring system in question inhibits their ability to use adaptive technology, for | [DOC 2023-02: Student's Academic Rights and Responsibilities](#)

[Powerpoint slides appended](#) |

	example.	
	Discussion of what specifically is a monitoring system. Can students opt out of TurnItIn, for example? There may be a need for a definition of "digital monitoring" to the proposed policy. However, defining with too much specificity might not keep up with changing technologies.	
	Clarification: does this apply to university-wide systems such as Isidore? Answer: no, this is about software that might block browsers or make it impossible to plug in a monitor to help someone with impaired vision.	
	Question about some language elsewhere in the policy, but that language was not part of the charge to SAPC.	
	Final summary requested about what technology exactly this applies to? Are we certain the language–as it is written–does not apply to systems like Isidore?	
	Suggestion that there should be further revisions to this policy update..	
	<u>Vote</u> to return the draft policy to SAPC to clarify language. **Approved**.	

| **Committee Reports (5 mins)**
APC--Anne Crecelius
FAC--Grant Neeley
SAPC-- Jay Janney and Allison Kinney
ECAS--Sam Dorf | Reports were sent to Sarah Cahalan and have been appended below.

- APC will be sending out surveys on CAP. Please complete them and encourage colleagues to do so as well.

- FAC will be scheduling listening sessions for the new promotion policy. | |

APC Report (submitted by Anne Crecelius)

To: Sarah Cahalan, Secretary, Academic Senate

CC: Sam Dorf, President, Academic Senate

From: Anne Crecelius, Chair, Academic Policies Committee

Re: Committee Report for November 18th, 2022 Academic Senate Meeting

Date: January 19, 2023

Please accept the following as the report of the activity of APC for the 2022-23 Academic Year since last reported in November.   APC meets on Tuesdays at 2:00pm in SM 113B.

      a. Our first charge is to continue the work of the review of CAP.
            i.   We have created surveys to be distributed to faculty, advisors, students, and program directors/chairs in late January (Jan 25 - Feb 8).
            ii. We incorporated feedback from assistant and associate deans, CAP office and others.
      b. We completed our change regarding Midterm Progress Policy, by sending to ECAS.

Our next meeting is Tuesday, January 24th, 2022 in SM 113B.

FAC Report (submitted by Grant Neeley)

FAC Report to Senate 20JAN2023

UPDATE: University Professional Faculty Promotion Policy

Fall Consultation:
- Chairs of University Lecturer Promotion Committee and University Clinical Faculty/Faculty of Practice
- Unit Leadership Teams
- Senators representing Professional Faculty

Spring Consultation with Professional Faculty facilitated by Senators

"Professional Faculty" instead of NTT (developed in consultation with units and existing university NTT promotion committees)

Combines two existing policies

Inclusion of all instructional faculty - every faculty will be on a promotion path (either designated as lecturer or clinical faculty/faculty of practice)

Require supervisors to include specific job evaluative components in appointment letter, annual contract, or letter of hire

Adds that a candidate for promotion must demonstrate a commitment to inclusive excellence in at least one of the dimensions of their professional responsibilities

Requires DEI training for all faculty involved in evaluative process

Representation on the newly constituted University Professional Faculty Promotion Committee to predominantly be composed of faculty in these promotion pathways.

SAPC Report (submitted by Jay Janney)

SAAPC reviewed the presentation for the Academic Senate scheduled for 20 January 2023. It also reviewed the charge given to SAPC for the spring semester (presented below).
January 13, 2023

Regarding: Development of a Stand-Alone Students' Academics Rights and Responsibilities Policy

ECAS requests that the SAPC extract the [Student's Academic Rights and Responsibilities" Policy section in the Faculty Handbook (pp. 72-73)](#) and propose it as a new stand-alone document that articulates student's academic rights and responsibilities. The new policy should provide links and references to other relevant policies concerning student rights and responsibilities (i.e. Honor Code and Grade Appeals, etc…)

The new stand-alone policy would be published in the Academic Catalog and also available in the Faculty Handbook. SAPC should also consider how this stand-alone policy would be disseminated so that students would be aware of their rights and responsibilities (i.e. linked to Isidore and or syllabi).

ECAS requests this to ensure students have greater access to understand and find the policies related to their academic rights and responsibilities.

Expected Consultation: Unit Deans Offices, Student Government Association, Learning Teaching Center Staff, Provost's Office.

ECAS would like this work to be complete by the end of April 2023.

ECAS Report (submitted by Sam Dorf)

To: Sarah Cahalan, Secretary, Academic Senate

CC: Anne Crecelius, Vice President, Academic Senate

From: Sam Dorf, Chair, President, Academic Senate

Re: Committee Report for January 20, 2023 Academic Senate Meeting

Date: January 20, 2023

ECAS meets weekly and continues to prioritize discussion and consultation on ensuring open, transparent, and responsible governance.

Action items from ECAS include:

1. Approval of the Todd Smith from the Department of Physics to serve as natural sciences faculty representative for the College of Arts and Sciences during Spring 2023 semester while Angela Mammana is on sabbatical.
2. Legislative Concurrence on approving the minimal changes to the Certificate in Ethics and Leadership offered by the College of Arts and Sciences
3. Approval of a pool of candidates for the "Late-Career faculty Support Planning Team"
4. Approval of bringing DOC 2023-01 and DOC 2023-02 to the full Senate.

ECAS had guests from the SET Policy Drafting Team and the Office of Legal Affairs (to discuss changes made by the Board of Trustees to UD's governing documents),

In addition, ECAS continues to discuss and work on the following initiatives: (1) SET Policies (2) Midterm grading policies (3) Faculty workload (4) Full-time Non-Tenure-Track faculty Promotion Policies, (5) the relationship between the University Elections Committee and the Academic Senate, and (6) well-being for faculty, students, staff and administrators. ECAS received regular updates from CSIT and now receives regular updates from the Blue Sky Scoping Project.

The ECAS meeting time is Friday mornings 10am - 11:30am in SM113B. The Senate President holds open office hours in the MEC lounge in Alumni Hall on Mondays from 2pm to 3pm and in Fitz Hall 461 on Thursdays from noon to 1pm.