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2012-12-05 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of Executive Committee of the Academic Senate
December 5, 2012
St. Mary's Hall Room 113B

Present: Paul Benson, Robyn Bradford, Corinne Daprano, George Doyle, Harry Gerla, Emily Hicks, Sheila Hughes, Terrence Lau, Ruth Monnier, Leno Pedrotti, Carolyn Phelps, Joseph Saliba

Absent: None

Guest: None

Opening Meditation: Corinne Daprano opened the meeting with a meditation

Minutes: The minutes of the November 14 and 28, 2012 ECAS meetings were approved.

Announcements: The next meeting of ECAS is December 12, 2012 from 3:15-4:45 PM in SM 113B.

Reports:

FAC. E. Hicks reported that the FAC reached consensus on the UD Faculty Workload Guidelines Revisions (DOC 12-09) and is ready to put the document forward at the December ASenate meeting. ECAS then discussed the proposed document.

G. Doyle asked about the phrase “totality of responsibilities” (p. 3). S. Hughes indicated that Deans can create unit policies that deviate from the 18 credit hours/AY minimum of assigned teaching duties but those unit policies must be approved by the Provost. This will allow such considerations regarding a faculty member’s responsibilities to be made transparent.

H. Gerla wanted two additional considerations included in the document: 1) competitive stance, and 2) availability of external funding. S. Hughes responded that those considerations were included in the document (see Guidelines, p. 3 – “competitive market forces” and “available resources”). E. Hick’s added that the FAC’s intent was to include specific enough guidelines that were still flexible enough for units to craft specific unit policies. T. Lau asked if “research active” faculty in SBA will still be able to continue teaching 15 credit hours/AY under the revised guidelines. J. Saliba indicated that under the revised document SBA’s unit policy, like the other units, would need to be approved by the Provost. All unit documents must address teaching/librarianship, research/scholarship, and service responsibilities. Currently the SBA policy does not address service responsibilities.

R. Monnier made a motion that ECAS approve Senate DOC 12-09. The motion was seconded by E. Hicks. **Senate DOC 12-09 “Recommendations for Revisions to the UD Faculty Workload Guidelines” was approved by a vote of 11 approved; 1 opposed; 0 abstain.**

C. Phelps reported that she had been asked about proxy votes for ASenate Documents. She indicated that nothing in the ASenate Constitution prohibits a proxy vote but these votes can be disallowed. ECAS agreed that a proxy vote for DOC 12-09 should be disallowed.

APC. L. Pedrotti reported that the APC will not meet again till next semester.

SAPC. G. Doyle reported that the SAPC currently has no ongoing tasks.

New Business

Dec Senate Agenda. C. Phelps announced that Janet Greenlee will replace T. Lau on the ASenate as the SBA’s representative while he is on sabbatical next semester.

ECAS agreed that E. Hicks should present DOC 12-09 to the ASenate by highlighting how the proposed document attempts to address concerns that have been raised during the FAC's review of the current guidelines. The agenda for the December ASenate meeting was unanimously approved by ECAS.

Old Business

Calendar. ECAS members reported feedback from their constituents regarding proposed changes to the academic calendar made by the Calendar Committee. In general, feedback from faculty and administrators in each of the units indicated a preference for continuing to preserve the Labor Day and Martin Luther King, Jr. Day holidays. Additionally, there appeared to be a preference among the units for combining the spring mid-term break and Easter break into a one (1) week break when feasible.

Certificate Approval. C. Phelps reported that Katie Kinnucan-Welsch and Connie Bowman asked for clarification on the process for approving Certification programs. C. Phelps reported that there is no process for certificate approval across the units. She suggested using the degree process that was approved last year by the Senate as well as the Graduate certificate process. She also suggested that a proposal regarding the process could be brought forward to ECAS and then assigned to the APC.

SET Update. C. Phelps reported that questions have arisen regarding who has responsibility for the SET process and survey instrument. ECAS agreed that the content and process was the responsibility of the ASenate and that each unit is responsible for administering the instrument. S. Hughes suggested that the SET Committee make a recommendation as to who has responsibility for administering the process.

January Senate Meeting. C. Phelps asked ECAS to consider whether or not the January 18, 2012 ASenate meeting should be cancelled since it doesn't seem there will be any ASenate business for that meeting. A decision will be made to hold or cancel the meeting after the December ASenate meeting.

The meeting was adjourned at 4:25 PM.

Respectfully submitted by Corinne Daprano

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

Task	Source	Previously assigned	To	Work due	Due
Consultation	ECAS	ECAS	ECAS	Open communication	ongoing
Faculty workload		FAC	ECAS	Proposal	Dec meeting
Policy on outside employment		FAC	FAC	Proposal	
Retitle for Assoc. Provost, Dean of GPCE	Provost	Sent for GLC input prior to proposal to ECAS	ECAS	Proposal	Dec meeting
Department Processes	ECAS		APC	Proposal	
Competencies	CAPCC		APC		
Tasks ongoing					
SET Committee oversight	ECAS		ECAS	Hear monthly reports; Linda Hartley, chair	
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	
18 th credit hour	Faculty	SAPC	ECAS	On hold until tuition model is further developed	
Scholarship distribution	Faculty		SAPC	On hold until tuition model is further developed	