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2012-08-29 Minutes of the Executive Committee of the Academic Senate

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Minutes of the Executive Committee of the Academic Senate

August 29, 2012

St. Mary's Hall Room 113B

Present: Paul Benson, George Doyle, Harry Gerla, Emily Hicks, Terrance Lau, Leno Pedrotti, Carolyn Phelps

Absent: Corinne Daprano, Sheila Hughes, Joe Saliba

Guests: Patrick Donnelly (for Joe Saliba), Linda Hartley, Kevin Kelly

Opening Meditation: Carolyn Phelps opened the meeting with a meditation.

Minutes: The minutes of the April 23, 2012 ECAS minutes were approved.

Announcements

The next meeting of ECAS will be on September 5 from 3:15-4:45 in SM113B.

A webcast on faculty evaluations, organized by the SET committee, will take place on September 25 from 11:30 to 3:30 in the LTC. The SET committee hopes that several representatives from the Academic Senate can be present. Presenters in the webcast include three external experts in the area of faculty evaluation. Interested parties should RSVP to Linda Hartley by September 10.

The graduate student member of ECAS and undergraduate student members for the APC, SAPC, and FAC and the CAP and Competency Committee need to be identified.

Carolyn Phelps reported that the "cleaning" (removal of social security numbers) of Senate documents has been completed. Further, most senate documents have been placed in the digital resource commons but there seems to be some missing Senate Documents in that archive. Emily Hicks agreed to inquire about the missing documents.

Pat Donnelly noted that documents approved by the Academic Senate should be sent to the President of the University for approval. He noted that he had acquired signatures of the Provost and President of the University indicating their approval of documents approved by the academic senate in the last academic year. ECAS agreed that these approvals should be somehow noted in the archive containing the Senate documents and that the archivists should be consulted as to the best method for including the Presidential approvals with the documents.

Old Business

SET Update

Linda Hartley, chair of the Student Evaluation of Teaching (SET) Committee presented a report detailing the summer 2012 activities, findings, and recommendations of the SET committee established by Senate Document 12-03. Linda Hartley reported that by the end of April 2012, the SET committee was formed to include Dr. Linda Hartley, chair, Dr. Jonathan Hess, Dr. Kurt Jackson, Dr. Steve Wilhoit, and student Jesse Grewal. Weekly meetings occurred from May 15 through June 27.

Linda Hartley reported that after review of relevant literature, the SET committee agreed to a number of findings and recommendations. Among these was a decision, supported by the full SET committee, that the University should pilot online SET procedures, in some courses, over the next year. Reasons cited for this decision include possible reduced cost of online evaluations, easy faculty, departmental, and unit customization of online evaluations, and easier storage and access to records. A possible problem with using online forms was identified: Many institutions that use online forms report a student participation rate that is lower than the typical participation rate reported when in-class, paper and pencil instruments are used. A range of procedures designed to increase student participation when using online forms was studied by the SET committee.

During the 2012/2013 academic year, the SET committee intends to oversee pilots of online SET procedures with the following characteristics.

- During the Fall 2012 semester midterm and end-of-term online SET instruments will be piloted. The online instruments piloted in the Fall term will be developed in-house. The midterm online SET procedures will be primarily formative and the end-of-term procedures will be primarily summative. The online forms are still being developed and several different online

forms may be piloted.

- During the Spring 2013 semester midterm and end-of-term commercial online SET instruments will be piloted.
- A comparison of projected costs, ease of use, efficiency, and utility of the commercial instruments and the in-house instruments will be made after the pilots are completed.
- The SET committee will, in the first-half of September, request that the Deans provide names of tenured faculty willing to participate in the pilots. It is hoped that classes with a wide range of characteristics will be included in the pilots.

After hearing the SET report delivered by Linda Hartley, a question and answer period ensued. A summary of this exchange follows. In response to questions, Linda Hartley reported that the SET committee will be able to assemble the resources needed to carry out the pilots. George Doyle pointed to the difficulty in eliminating bias in the student evaluation of teaching. Linda Hartley acknowledged the difficulty and stated that the literature indicates that some biases are reduced if there is a large enough statistical sample. Further, Linda Hartley noted that the problem of eliminating bias highlights the need for establishing guidelines for and training in the use of data gathered in SET procedures. Paul Benson asked what factors led the SET committee to consider commercial vendors. Linda Hartley indicated that there are many universities that use commercial vendors of SET instruments and many universities that use in-house instruments. It is not yet clear to the SET committee which solution will provide the best combination of cost, efficiency, and utility for the University of Dayton and so proposes to pilot both solutions. Paul Benson then inquired whether a paper and pencil solution might be less expensive than developing the infrastructure for online instruments. Linda Hartley replied that, a system relying on paper-and-pencil evaluation forms would still require that the information in the forms be converted to electronic data for record keeping and analysis purposes and so also has a rather large electronic infrastructure cost. In response to further questions, Linda Hartley indicated that UDIT is researching Banner-compatible systems and that the SET committee considers the ideal number of questions on a form to be less than ten, with about six being the ideal number. In response to a question from Terrance Lau, a discussion of the relative merits of different methods of administering an online form ensued. Linda Hartley noted student participation rates may be higher if the online survey is conducted during class time than it would be if students were given a window of time to complete the survey outside of class. It was noted that in a previous trial the department of Health and Sports Sciences had good student participation rates using an online form with the stipulation that students did not receive a grade until they completed the form.

New Business

Proposal to Rename the School of Education and Allied Professions

Kevin Kelly, Dean of the School of Education and Allied Professions, presented a proposal to rename the School of Education and Allied Professions. The proposed name would be "School of Education and Health Sciences". Kevin Kelly proposed that the name change be effective July 1, 2013. He indicated that the proposed name better describes the School, which has recently undergone significant expansions to its health sciences programs, and will provide clarity in the process of recruitment of faculty and students. The proposed name has been recommended by Enrollment Management, was approved by the faculty of the School of Education and Allied Professions, and was developed in consultation with the Dean of the College of Arts and Sciences. In a unanimous vote, ECAS agreed to inform the full Academic Senate, at the September 21, 2012 meeting of that body, that ECAS intends to recommend to the Provost of the University that the name change be approved.

Proposal to Rename the Department of Languages

Paul Benson, Dean of the College of Arts and Sciences, presented a proposal to rename the Department of Languages in order to better convey the global scope of the Department's mission and curriculum. The proposed name is "Department of Global Languages and Cultures". The proposed renaming of the Department was approved by the Academic Affairs Committee of the College on April 27, 2012. In a

unanimous vote, ECAS agreed to inform the full Academic Senate, at the September 21, 2012 meeting of that body, that ECAS intends to recommend to the Provost of the University that the name change be approved.

Discontinuation of the Printing of Hard Copy Grade Reports for First Year Students

ECAS agreed to announce, at the September 21, 2012 meeting of the Academic Senate that the printing and mailing of hard copy grade reports for first year students will be discontinued and replaced by an online viewing tool. Hard copies of grade reports could still be supplied to students when necessary. The meeting adjourned at 4:25.

Submitted by Leno Pedrotti

Work in Progress

Task	Source	Previously assigned	To	Work due	Due
Consultation	ECAS	ECAS	ECAS	Open communication	ongoing
Faculty workload			FAC	Report & proposal	
Policy on outside employment			FAC	Report & proposal	
18 th credit hour	Faculty		SAPC	Proposal	
Summer tuition	Faculty		SAPC	Proposal	
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	