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2012-10-17 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of Executive Committee of the Academic Senate
October 17, 2012
St. Mary's Hall Room 113B

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

Absent: Sheila Hughes, Joseph Saliba

Guest: Pat Donnelly

Opening Meditation: Carolyn Phelps opened the meeting with a meditation

Minutes: The minutes of the October 3, 2012 and October 10, 2012 ECAS meetings were approved.

Announcements: The next meeting of ECAS is October 24, 2012 from 3:15-4:45 PM in SM 113B.

C. Phelps reported that Bill Fisher, V.P. of Student Development will be added to this Friday's ASenate meeting. He will review information regarding CARE (Community Awareness, Response & Evaluation) and BRIT (Bias Related Incident Team). R. Monnier made a motion to add B. Fisher's report to the October agenda. R. Bradford seconded. The motion was approved unanimously by ECAS.

E. Hicks reported that there is an issue with the sort function on the new ASenate website. Once the library moves the ASenate documents to another site early next year we will have more control over the indexing of the documents. She also suggested that the ASenate move to numbering its documents using a 4-digit date instead of a 2-digit date (i.e. 2012_01 instead of 12_01). The current ASenate site will be viewable through the October ASenate meeting then will be changed over to the new site.

Reports:

APC. L. Pedrotti reported that the APC has approved the CAPCC's procedural manual and the committee will begin using those procedures to review CAP course proposals. The APC will also continue to investigate and review the General Education competencies to determine if they should be revised, modified, or eliminated.

FAC. E. Hicks reported that the FAC discussed the Faculty Responsibilities Guidelines at their last meeting. At their next meeting on October 25 they will continue their review of the Outside Employment policy. FAC is trying to get both documents ready for the November ASenate meeting.

SAPC. T. Lau reported that the SAPC initiated a survey of faculty who taught distance learning courses in the past 2 years. The results of the survey revealed that UD faculty members do not perceive cheating as a problem in their classes. T. Lau argued that despite these results the ASenate has the opportunity to set expectations for faculty and students regarding distance learning and cheating. The ASenate could create a policy that would require students, in high testing situations (e.g. final exams), to participate in on-line proctoring services. UD can acquire a license for this proctoring service or require students to pay the fee themselves. Results of the SAPC survey revealed that most UD faculty do not support students having to pay for such a service.

R. Monnier asked for a breakdown of faculty responses. T. Lau stated that 50% of the faculty participants were from CAS and 30% from SOEAP. He also suggested that UD could arrange an on-line demo of the proctoring services for faculty members. P. Donnelly agreed that it was probably a good idea to raise the level of awareness for faculty regarding cheating in distance learning courses. T. Lau acknowledged that best practices regarding testing in distance learning courses are generally supported

by the Library and LTC but that UD could be doing more to prevent dishonesty in these courses. P. Donnelly suggested putting this topic on the agenda in discussions with Deltak in order to find out what other universities are doing to combat this problem. H. Gerla suggested also making UD faculty aware that this issue is a problem on the basis of the relevant literature. C. Phelps suggested it may make sense to require UD faculty to view a short video or review material regarding this issue prior to teaching a distance learning course. T. Lau recommended that the ASenate issue a policy document regarding distance learning and the on-line proctoring of exams. He also indicated that he will share the faculty survey results with David Wright and discuss the possibility of creating a best practices manual/materials for faculty who are teaching distance learning courses.

18th Credit Hour. G. Doyle reviewed a revised proposal regarding the 18th credit hour. He also reported that the SAPC is investigating the financial impact regarding how much money the university would lose if the policy revision went into effect. P. Donnelly clarified for ECAS that transfer and AP credit are currently included in the 45 hour requirement and that this may make a difference when examining this issue. P. Benson suggested that if there are truly only a few students paying for the 18th credit hour than this may not be a problem. L. Pedrotti responded that it may also be the case that students don't take 18 credit hours because they would have to pay additional money for that 18th credit hour. G. Doyle agreed to follow up with Dave Necessary regarding the cost of the 18th credit hour to the university. C. Phelps suggested that the issue may be a moot point depending on the Board of Trustees (BOT) discussions regarding tuition. She also expressed concern about opening up this opportunity to all students and suggested that we may need to require a certain GPA before students can exceed 17 credit hours per semester. L. Pedrotti suggested gathering additional data regarding how many students are now paying for an 18th credit hour and determining from Kathy Harmon how this issue fits with the new tuition model being discussed by the BOT.

Summer Tuition and Scholarship Distribution. C. Phelps suggested that these two proposals which had been initiated by the SAPC be removed from the ASenate's issues list for this AY since the administration is currently engaged in discussions with the BOT regarding a new tuition model. ECAS agreed that the proposals should be removed from the SAPC's task list.

Old Business

Consensual Relationships. C. Phelps reported that there is a policy regarding this issue in the employee handbook. P. Donnelly reported that there was some discussion when the policy was created to outright ban consensual relationships between faculty members and students but that instead language was adopted to say these relationships are "inappropriate". P. Benson reported that other universities have more robust policies regarding these relationships and wondered whether faculty members felt there is a need for a stronger policy at UD. P. Donnelly reminded ECAS that faculty members can initiate ASenate proposals if they feel there is a need to revise existing or create new policies.

Name Changes. C. Phelps reported that Jim Farrelly suggested that the proposed name changes for SOEAP and the Department of Languages should have been voted on by the ASenate. L. Pedrotti agreed that if a document is an ASenate document (i.e. put into proposal format and numbered) it should be voted on; however, if it is not an ASenate document it can be passed from ECAS directly to the Provost. ECAS agreed not to put the proposals before the ASenate again as they had already been given to the Provost for BOT approval. C. Daprano suggested that there is a need for a clear policy regarding the process for changing unit names and these changes should require ASenate legislative authority. L. Pedrotti agreed and reported that the APC will work on creating a policy for unit name changes.

The meeting was adjourned at 4:35 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	FAC	Proposal	
Policy on outside employment		FAC	FAC		
18 th credit hour	Faculty		SAPC	Proposal	
Summer tuition	Faculty		SAPC	Proposal	
Scholarship distribution	Faculty		SAPC	Proposal	
Retitle for Assoc. Provost, Dean of GPCE	Provost	Sent for GLC input prior to proposal to ECAS		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	