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2013-03-06 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
March 6, 2013
St. Mary's Hall Room 113B

Present: Paul Benson, Robyn Bradford, Corinne Daprano, George Doyle, Harry Gerla, Emily Hicks, Leno Pedrotti, Carolyn Phelps, Joseph Saliba

Absent: Ralph Frasca, Sheila Hughes, Hussein Saleh

Guest: Tom Burkhardt, Jim Farrelly, Pat Donnelly

Opening Meditation: Paul Benson opened the meeting with a meditation

Minutes: The minutes of the February 27, 2013 ECAS meeting were approved

Announcements:

The next meeting of ECAS is March 13, 2013 from 3:15-4:45 PM in SM 113B.

C. Phelps reported that there is a faculty forum scheduled for March 22 on the SET (student evaluation of teaching) instrument for all interested in hearing about the committee's work. A RFP for vendors to conduct the on-line administration of the instrument has been distributed. In September the SET committee will issue a full set of recommendations.

New Business:

Budget Discussion. Tom Burkhardt (VP Finance) reviewed the overall picture of UD's finances including budget issues for the 2013-14 academic year. He indicated that the university now has an enrollment goal of 1,950 students. The plan is to keep the aid package for incoming students the same percentage of tuition over all four years. He added that if the university increases its retention rate this would offset increases in aid over time. Currently the university has an approximately 86% student retention rate from the first to the second year.

J. Farrelly asked how faculty salaries are calculated in the summer and when faculty return after retirement. He argued for equal pay for equal work in summer (e.g. \$5000/class for everyone who teaches in the summer). J. Saliba explained that the administration has generally counted on the summer budget for some return to the base budget. T. Burkhardt added that we going to discourage students from attending classes in the summer with the new tuition model. J. Saliba agreed because many students will have to pay tuition for summer classes, fees to stay on campus, and they won't be able to work to earn money.

Reports:

Committee Reports

APC. L. Pedrotti reported that the APC is completing their review of a proposal to discontinue the University General and Graduation Competency program. The proposal will be forwarded to ECAS next week for review.

FAC. E. Hicks reported that the FAC approved changes made to the Sabbatical Policy and the policy revisions will be on the ASenate agenda for March 15 pending ECAS approval. Additionally, the Outside Employment Policy has been approved by a majority of the FAC and will also be on the March 15 ASenate agenda.

SAPC. No report

Outside Employment. E. Hicks explained that there were two drafts of the Outside Employment policy considered by the FAC. Draft A was approved by a majority of the committee members and is being presented to ECAS for review. Draft A represents an "approval" versus a

“disclosure” document (Draft B). H. Gerla added that the proposal approved by the FAC uses the 8 hour per week stipulation as a norm or guideline. It is still possible to receive approval for more than 8 hours per week of outside employment as long as there is no conflict of commitment or conflict of interest. E. Hicks pointed out that the FAC had extensive discussions regarding professional versus non-professional employment. The majority of the committee voted to take out that distinction in the final document.

G. Doyle asked how the policy would be enforced. P. Donnelly stated that there would be a conversation with the person violating the policy, written documentation of that conversation, and possibly additional disciplinary action. C. Daprano asked if a failure to request approval for outside employment would be a violation of the policy. P. Donnelly affirmed that it would be a violation. H. Gerla reiterated that regardless of the number of hours of outside employment or whether the outside employment occurred during contractual versus non contractual periods, a conflict of interest or a conflict of commitment would be a violation of the policy.

Sabbatical Revision Document. P. Donnelly reviewed revisions to the Sabbatical Policy and indicated these revisions were made in order to clarify the policy as well as to decrease interpretations of the policy. The document has been added to the ASenate’s March 15 agenda.

Senate Agenda. ECAS approved the following items for inclusion on the March 15 ASenate meeting agenda: 1) Center for International Programs update (Amy Anderson); 2) Maternity leave report (Pat Donnelly); 3) Outside Employment document (FAC); and, 4) Sabbatical Revision document (FAC).

Consultation Update. C. Phelps reported that the ad-hoc committee on consultation met to discuss some ideas to improve consultation. ECAS briefly discussed these new ideas and continuing steps.

The meeting was adjourned at 4:50 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
Policy on outside employment		FAC	ECAS	Discussion in Senate	March
Department Processes	ECAS		APC	Proposal	April
Competencies	CAPCC		APC		April
Discontinuation of BSE in Art Ed	SOEAP		APC		
Intellectual Property – Distance learning	Provost				
Sabbatical leave	Provost		FAC	Proposal	March
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	