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2013-10-22 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
October 22, 2013
KU 312, 8:15-9:30 AM

Present: Abdullah Alghafis, Phil Anloague, Paul Benson, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Terence Lau, Ed Mykytka, Carolyn Roecker Phelps, Dominic Sanfilippo

Absent: Joseph Saliba

Guests: Jim Farrelly, Pat Donnelly, Sawyer Hunley, Juan Santamarina, Jim Dunne, Caroline Merithew, Myrna Gabbe

Opening prayer/meditation: L. Hartley opened the meeting with a prayer.

Minutes: The minutes of the October 15, 2013 ECAS meeting were approved as corrected with one abstention.

Announcements:

- Next meeting—October 29, 2013, 8:15-9:30 KU 312

Reports

APC: No report.

FAC: L. Hartley asked if ECAS preferred to receive revisions of faculty titles all at one time or as they are ready. ECAS agreed to consider revisions as they are ready.

SAPC: No report.

CAPC: S. Hunley reported that the committee has been hammering out issues surrounding expectations for CAP policies. The committee has reviewed several course proposals with most sent back for clarification or revision. The committee approved one course at the October 21st meeting bringing the number of approved courses to 28. She stated the committee now has updated procedures and well-articulated workflows. J. Santamarina stated that the CAP committee does not have a backlog of courses right now, but they expect to have a great number of courses to approve in the near future. Each proposal is carefully reviewed, especially if it is the first one in a category. C. Krane asked whether or not the Capstone course would reside in the major. J. Santamarina answered in the affirmative. He stated that the history department put forth the first Capstone class which got sent back. He commented that the proposal was much improved by the added scrutiny. J. Dunne stated that the integration of major and CAP was essential. The history Capstone course, with its summary experience of using primary documents, presenting scholarship in public, and vocation, will probably be a model for other departments although each major will have varying components. H. Gerla asked how a Capstone would be developed for interdisciplinary programs with no major. J. Santamarina explained that there would be a model for programs included on the CAP website along with review guidelines and other related information.

C. Phelps asked the CAP committee representatives what help ECAS could provide given the complaints and concerns that have surfaced from the faculty. J. Santamarina acknowledged the concerns by explaining that it was natural that the process would be slow in the beginning. New processes for making minor revisions has been developed which should help speed things up. P. Donnelly commented that the model of revise and resubmit should be familiar to most faculty members. T. Lau agreed with P.

Donnelly that the process resembled the revise and resubmit policy. However, do we really want to invoke white knuckles, stress, and scary perception as part of this process? T. Lau also asked how many courses had been daylighted for use under CAP. The answer was about 300. T. Lau stated that the high number of daylighted courses was a concern. He suggested that a timeframe for daylighted courses be used to move courses into CAP. P. Benson expressed concern about a timeframe, saying that the College would have a problem of scale. J. Santamarina stated that he had asked each faculty member in the history department to have one CAP course ready to submit by December which would be about ¼ of the affected history courses. J. Farrelly commented that there was concern among the Academic Affairs Committee of the College because of the number of proposals that needs to be reviewed by that body prior to coming to the CAP Committee. J. Dunne stated that a hard and fast timeline was not needed because there was no need to hurry the process. T. Lau and P. Benson both expressed concern about faculty members and chairpersons knowing to whom they should go for help. P. Donnelly stated that we do not want to forget about the importance of the advisor's role and make sure they also have what they need to guide students.

The implementation of CAP is very important to the university's accreditation review by the Higher Learning Commission in 2017. S. Hunley requested that the Senate be encouraged to submit proposals early. C. Phelps suggested that a CAP update be added to the November 15th Academic Senate meeting agenda.

Old Business:

None.

New Business:

Petition for Special Session of the Academic Senate: C. Phelps opened the discussion of the petition. The names were read to certify the results. Initially, it was thought that there were 18 signatures. However, immediately following the meeting E. Hicks conferred with C. Phelps and determined that one non-senator had signed the petition in error so the official number of signatures was 17 which did not change the outcome of the petition. Since the November 1st deadline laid out in the petition was not feasible, the committee discussed possible dates for the special session. Open enrollment for health care will start on October 28th. The date of Friday, November 8th was chosen after much discussion. A draft agenda was distributed and discussed. M. Gabbe had to leave the meeting early so C. Merithew briefly presented the history of the petition and the rationale behind it. J. Santamarina stated that there were two main issues:

1. Lack of shared governance/consultation
2. Specifics of the health care changes presented without supporting data

C. Phelps questioned the desired outcome of the special session saying that a forum just for complaining would not be beneficial. C. Merithew replied that the goals were a vote on specific issues, a review of the changes, and possibly a delay in implementation of changes. T. Lau expressed his belief that retaliation against faculty and staff for discussing conditions of employment was illegal. P. Donnelly commented that Human Resources could clarify some issues. J. Santamarina stated that it would be helpful to have a breakdown of the health care costs—real and projected. The issue of whether or not the Academic Senate is the right place for these discussions was raised. E. Hicks stated that the Human Resources Advisory Council is the right place but it was not being utilized for consultation.

There was disagreement among some ECAS members about whether a special session would be useful. There was also discussion and some disagreement about the budgetary impact of health care and the university's spending priorities. C. Phelps suggested that a consolidated list of questions be distributed

to Human Resources in advance of the meeting. The answers to these questions will be provided to the Senators prior to the meeting to help facilitate the meeting. Senators will be asked to solicit questions/concerns from their constituents and send the questions to C. Phelps by Friday, October 25th.

The meeting was adjourned at 9:35 A.M.

Respectfully submitted by Emily Hicks

Work in Progress

Task	Source	Previously assigned	To	Work due	Due
Consultation	ECAS	ECAS	ECAS	Open communication	ongoing
Department Processes	ECAS		APC	Proposal	
Honors distinction on transcripts	ECAS		APC	Proposal	
Intellectual properties			FAC	Proposal	
Instructional staff titles	Provost's office		FAC		
Information Literacy			APC		
Academic dishonesty	SAPC				
Change in Constitution	ECAS				
SET	ECAS		APC	Proposal	
SET	ECAS		FAC	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	
Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	