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2014-09-26 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
September 26, 2014
SM113B, 9:00-10:30 AM

Present: Erin Brown, Jim Dunne, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Laura Leming, Ed Mykytka, Kathy Webb,

Absent: Phil Anloague, Paul Benson, Dominique Yantko

Guests: Corinne Daprano, Pat Donnelly

Opening prayer/meditation: C. Krane opened the meeting with a prayer.

Minutes: The minutes of the September 19, 2014, ECAS meeting were approved with corrections and one abstention.

Announcements:

- Next ECAS Meeting Friday, October 3, 2014, 9:00-10:30, SM 113B
- There will not be a meeting on Friday, October 10, 2014 due to midterm break.
- Beth Schwartz and two representatives from TIAA-Cref will have 30 minutes to present some possible new options for retirement planning at the October 17, 2014 ECAS meeting.
- Joint Academic Senate/Educational Leadership Council meeting on Friday, October 17, 2014, 3:00 pm in KU Ballroom (probably East ballroom). There will be a presentation by Present Curran and Interim Provost Benson and brief remarks from Board Chair Steve Cobb. The Leadership UD cohort is attending from 3-3:45 pm. Their topic for that week is shared governance.
- Senator constituent email lists should be available soon.
- September Provost Council agenda and August minutes posted on ECAS Group on Porches. C. Krane stated that one item of interest to the Senate from the September meeting was that the Development Office was working on a draft document about working with faculty.
- K. Webb asked for everyone to be more attentive to new Senate members, especially students because they may not understand all of the acronyms. C. Krane explained that she and P. Anloague will be meeting with the students to give them a brief orientation to the Senate. Unfortunately, this year's student elections were completed just a couple of days before the first Senate meeting.

Reports from Committees:

Academic Policies Committee: E. Mykytka reported that the committee met on Tuesday with Assistant Provost Sawyer Hunley in attendance to discuss the CAP committee's proposal for the upcoming second year review of CAP. The APC is considering asking the UNRC to support future appointments to CAPC and CAPL if the UNRC can support this. In relation to the ongoing assessment of CAP, P. Donnelly reminded ECAS that the self-study for the upcoming Higher Learning Commission (HLC) accreditation will begin in the Spring of 2015 for the 2017-18 HLC site visit. He stated that UD is part of the Academy of Assessment of Student Learning and that UD's HLC "quality initiative" is the Common Academic

Program (CAP) so an assessment of CAP progress should be planned for 2016-17. He said that Sawyer Hunley has the benchmarks for the Academy assessment.

Faculty Affairs Committee: H. Gerla reported that the committee had not met since the last ECAS meeting. The committee's next meeting is Tuesday, September 30, 2014, at 10:30 am in KU 311.

Student Academic Policies Committee: L. Leming reported that the SAPC has many new members this year so significant time has been spent getting everyone up to speed on the work in progress such as the Academic Dishonesty policy procedures. K. Webb suggested that the existing judicial hearing board process could be used to review cases. The members (faculty and students) would need specific training which is how the board process already works. This idea is one of several that are being discussed by the committee. SAPC will continue the discussions and bring draft recommendations back to ECAS before sending them to other constituents.

Old Business:

Academic Scheduling Task Force: L. Hartley reported that the task force planned to attend the October and November Chairs' Collaborative meetings to discuss academic scheduling. The task force is preparing two surveys—one for undergraduate students and one for faculty who teach undergraduate classes to go out in early October. The task force is also walking the common routes with books, etc. to confirm some issues. L. Lemming cautioned the task force to consider the challenges that winter weather will bring. P. Donnelly stated that the purpose of each survey needs to carefully address the issues without making assumptions about any changes that might happen. L. Hartley stated that incentives may be given to students to encourage participation. L. Hartley and P. Anloague will present an update at the October 17 Senate meeting. C. Krane suggested that the task force use the Senate meeting as an opportunity to gather feedback and discuss the process to date. To take advantage of this opportunity, it was suggested that the task force prepare and distribute a short list of questions for which senator responses are requested in advance of the Senate meeting so senators have time to consult with constituents about the issues before the meeting. Some issues have already surfaced such as students dropping classes because of location.

UNRC call for nominations: C. Krane received no volunteer to be the new ECAS rep to the UNRC. E. Hicks will continue for now. There are two pending items. The first is the call for nominations to serve as the Parliamentarian of the Academic Senate. The specifications include as follows: 1. Non-senator. 2. Three year appointment. 3. Knowledge of Robert's Rules of Order. 4. Full-time faculty with a preference for tenured. 5. Agreement of Dept. Chair for service. The parliamentarian description that was passed by the Senate on September 19, 2014 will be used as the basis for the call for nominations.

It was decided that the UNRC would also be used to gather nominations for the Faculty Maternity Panel to provide transparency to the process. P. Donnelly will draft the specifications for members of the Faculty Maternity Panel. E. Hicks will submit the call via the UNRC and gather nominations. The call will go out to all faculty. P. Donnelly will choose membership based on the pool of candidates generated through this process.

Evaluation of Administrators: P. Donnelly announced that an ad-hoc working group had been formed as the first step to work on this issue. The members are Joe Untener, Laura Leming, Sheila Hassell-Hughes, and Pat Donnelly.

Undergraduate and Graduate Student Topics/Issues: The committee briefly discussed two issues that had come to the SAPC.

New Business:

No new business was discussed.

The meeting was adjourned at 10:35 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
Instructional staff titles	Provost's office		FAC		
Information Literacy			ECAS	Charge	
AS Constitution revision	ECAS		ECAS		
Dismissal for academic dishonesty	SBA	SAPC	Deans' Council		
Policy for academic certificate programs			APC		
Anti-discrimination policy	Legal		FAC, SAPC	Comments/recommendations	
Review of Faculty Hearing Committees' by-laws	ECAS		FAC		
Academic scheduling task force	ECAS		ECAS	Report	12/15/14
Review ECAS/Senate representation on Elections Committee	ECAS		FAC		
Review ECAS/Senate representation on UNRC	ECAS		FAC		
Tasks ongoing					
CAP oversight	Senate		APC	Hear monthly reports	
UNRC			ECAS	Hear monthly reports	
Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	