8-18-2016

2016-08-18 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

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Approved
Minutes of the Executive Committee of the Academic Senate
University of Dayton
August, 18 2016
SM113B, 1:30-3:30pm

Present: Paul Benson, Corinne Daprano, Lee Dixon, Mark Jacobs, Carissa Krane, Jason Pierce, Andrea Seielstad, Dori Spaulding, Joe Valenzano (Chair)

Absent: Deo Eustace, Emily Hicks, Mateo Chavez

Guests: none

Opening
• Call to order
• Opening prayer/meditation – J. Valenzano
• Introductions
• Opening Remarks (J. Valenzano)
• Approval of minutes from 4/14/16 ECAS meeting:
  o ECAS minutes from 4/14/16 were approved with no revision
• ECAS approved the following nominees for CAP-C replacement:
  o John White (SEHS) to replace Shauna Adams (SEHS)
  o Keigo Hirakawa (SOE) to replace Elias Toubia (SOE)

Announcements (J. Valenzano)
• Next ECAS meeting Thursday Aug 25, 2-3:30, SM 113B
• Faculty Meeting, Sept 9, 3:30-5 pm
• Next ELC Meeting, Monday Aug 22, 10:30am-12:30pm
• Next Academic Senate Meeting, Sept 23, 3:30-5:30pm
• Nominations for Strategic Visioning:
  o P. Benson confirmed that the following faculty have accepted the invitation to serve as the ECAS nominated representatives:
    ▪ Simanti Dasgupta to Working Group #1
    ▪ Connie Bowman to Working Group #2
    ▪ Shuang-Ye Wu to Working Group #3
    ▪ Rebecca Wells to Working Group #4
    ▪ Jeanne Holcomb to Working Group #5
    ▪ Mark Jacobs to Steering Committee
• Nominations for faculty to serve on the Title IX/Section 504 Coordinator and Equity Compliance Officer search committee:
  o The UNRC is currently accepting nominations for faculty to serve on the Title IX/Section 504 Coordinator and Equity Compliance Officer Coordinator search committee. The nominations will be forwarded to the ECAS. The ECAS will forward the names of three nominees to VP A. Horner who will make the final selection.
• J. Valenzano announced that the ECAS has been invited to hold a future meeting at the President’s residence, Date TBD.

New Business
• Legislative Authority: Proposal for Undergraduate Certificate in Applied Creativity and Innovative Perspectives.
o The ECAS postponed the discussion of this proposal until the August 25 ECAS meeting. J. Valenzano will send a copy of the Senate approved 2015-04 Undergraduate Academic Certificate policy in advance of the August 25 ECAS meeting.

- **Consultation:** Review Travel and Entertainment Policy Revision Proposal
  J. Valenzano served as a member of a University Policies Coordinating Committee (UPCC) working group that met over the summer 2016 to review and revise the current Travel and Entertainment policy. The UPCC working group has prepared a revised policy draft for circulation and consultation. The UPCC working group has asked the ECAS to review the revised policy draft and provide comments/questions/suggested revisions. The documents submitted for ECAS review include the draft revised policy as well as an enumerated list of changes. The ECAS discussed the revised draft policy and offered the following comments for further consideration/revision:

  - Driver certification seems to be missing from the revised draft policy.
  - Raised a question about the rationale and justification for ‘cost’ being the major consideration for travel by air or car; the policy should indicate that considerations and circumstances other than cost (e.g. time spent traveling, location of remote airports, travel with equipment) could justify alternatives.
  - The ECAS questioned whether there will be additional oversight for compliance to the policy, as some of the components of the current policy are not currently enforced.
  - The ECAS raised the question as to whether Enterprise™ should be listed by name in the policy; suggested a generic reference to the University approved/contracted rental car agency.
  - The ECAS asked whether consideration has been given by the working group to split the current policy into separate travel and entertainment policies; J. Valenzano indicated that this had been debated in the working group and that the decision was made to keep Travel and Entertainment together in one policy.
  - J. Valenzano clarified that the current and draft policy covers everyone: Administrators, faculty, staff and students.
  - An ECAS member asked for clarification about reimbursement for airport lounge access, and if it is allowed.
  - The ECAS requests that Section 5 language on lodging be cross reference with section 8 language which further explains conference hotel lodging is acceptable even if it is not the lowest cost. However, it was noted that administrators, chairs and supervisors should encourage employees to seek cost-effective alternatives to conference hotel lodging when everything is equal.
  - It was also noted that marketing and perceptual issues exist around excessive cost-saving measures that could negatively impact the impression that collaborators and those outside of the University have of UD.
  - It was also suggested that UD use the published GSA per diem and cost rates.
  - Overall, it was noted that the changes do not seem overly restrictive; there seems to be lot of flexibility for many of the categories of spending with some exception (Altour, Economy parking).
  - P. Benson indicated that comments can be sent to Travel@udayton.edu; comments are due by Oct. 1
  - J. Valenzano will bring these comments to the UPCC working group. Discuss potential CAP Document revision based on 2015-2016 APC work

**Potential Senate Action Items for AY2016-2017:**

J. Valenzano lead the discussion by introducing a list of potential Senate action items generated from visits he made across campus during the summer to the academic units and the libraries. The list
also includes the issues held over from AY 2015-2016 as well as ongoing efforts (upcoming report from the Information Literacy Task Force; report from the Senate membership and composition working group; University Honors Program report). Please refer to the document, “Topics to Consider for 2016-2017” for a full list of topics. Discussion ensued on the following topics from the list:

- **Revisions to the CAP Document:** In its final report for AY 2015-16, the APC recommended that the Senate vote to revise the CAP document to include the four Senate-approved clarifications made in April 2016. Prior to making a recommendation on this topic, the ECAS requests an opportunity to review the Senate approved clarifications. J. Valenzano will forward the APC Senate approved language to the ECAS in advance of the August 25 ECAS meeting.

- **Update on Clinical Faculty Promotion Policy:** The Provost’s office consulted with Dean Kevin Kelly and the SEHS Congress regarding the implementation of the clinical faculty promotion policy and accompanying processes and procedures. This is a multi-stage discussion. P. Benson reminded the ECAS that just because there is a policy doesn’t mean that the policy moves to immediate implementation; current T&P policies cannot easily be adapted and therefore, following discussion, review, and consultation, it was agreed that it would be better to develop a free-standing policy. However, that said the policy and implementation plan are needed because of the accreditation status PA program. Ultimately the PA program won’t be fully accredited without a promotion ladder. The Provost’s office plans to generate a draft implementation policy with a group of faculty which will then move to the Senate (FAC) for discussion. An ECAS member raised a question about the composition of the working group which remains to be determined. It was recommended that the ECAS offer to facilitate the process for determining the composition of the working group, so that the Senate/FAC is represented, since the Senate has Legislative Authority over this policy and implementation plan.

- **J. Valenzano indicated that there has been interest expressed by both faculty and administrators to open lines of communication and extend opportunities to meet with the new VPs. In addition, President Eric Spina has asked for time on the first Senate meeting. The ECAS expressed a strong interest in inviting the VPs for Advancement, EM&M, Diversity, and Finance to upcoming ECAS meetings. A strong recommendation was made to continue the post-Board of Trustees debrief with the President, Provost, and Board of Trustees Chair, as well as to continue to seek ways to engage faculty with members of the Board of Trustees. For this year (2016-2017) it may not be possible due to the timing of Board meetings that do not coincide with Senate meetings, but J. Valenzano and P. Benson will look into coordinating a Board Executive Committee meeting with a special meeting of the Senate. It was also noted that the Senate debrief with the Provost, President and Chair of the Board of Trustees is viewed positively by the UD community as well as by the Board; it was also suggested that it is good practice for the Senate to establish and maintain a good working relationship with the Chair of the Board of Trustees as well as with the Trustees. P. Benson indicated that it may be possible to again facilitate a dinner with Board members and Senate representatives in attendance.

- **Proposal for revised reporting lines for Title IX/Section 504 Coordinator and Equity Compliance Office**
  J. Valenzano questioned the current organizational structure for the Title IX/Section 504 Coordinator and Equity Compliance Office, which currently reports to the VP for Finance and Administrative Services, and proposed consideration for reorganizing this office to report directly to the President. P. Benson indicated that the current reporting lines and org structure for this office is consistent with other universities. The current reporting lines makes this office independent from Provost office, HR and student development, thereby reducing potential conflicts of interest. After the discussion, the ECAS recommended that the issue of
reorganization of this office not be pursued at this point. However, it was noted that there is widespread misperception among campus constituents about the authority, responsibilities, policies and procedures for this office. The ECAS recommends that information about the function and Title IX/Equity Compliance, office, its authority, responsibilities, as well as current policies and procedures shared more intentionally with UD community.

- Frustration with the Faculty Hiring process: Process driven concerns were raised during J. Valenzano’s information seeking visits with academic units and the libraries this summer. ECAS members differed in their responses to this topic. Other issues relate to discordance between faculty and administrative hires, processes that exist for some type of hires and not others, bottleneck with hiring. Issues of diversity infiltrate the discussion. Need more information; fact finding as a first step. No decision made on whether to pursue, or what action the Senate may take.

- Proposed Title Change for Associate VP of Marketing and Communication: J. Valenzano reported that President Spina is considering elevating the position of Associate VP of Marketing to VP. P. Benson clarified the duties of the current position and reporting lines, and the rationale for the elevation of the Associate VP to a VP position; the Associate VP for Marketing is a permanent guest on Provost council and President’s council. Full discussion of ECAS about this proposal was postponed to a future ECAS meeting.

- In addition to those issues listed, it was recommended that the political activities policy and administrative appointment policy be revisited.

The meeting was adjourned at 3:35pm.

Respectfully submitted by Carissa Krane.

**Old Business**

**Discussion**

**Work in Progress**

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