

3-16-2018

## 2018-03-16 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

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### Recommended Citation

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Approved Minutes  
Executive Committee of the Academic Senate  
16 March 2018  
9:00-10:30 am, SM 113B

Present: Joseph Valenzano (Chair), Lee Dixon, Frances Rice, Corinne Daprano, Mark Jacobs, Todd Smith, Michelle Difalco, Mateo Chavez, Andrea Seielstad, Paul Benson, Katy Kelly

Excused: Deo Eustace

Absent: Eddy Rojas

Guests: Carolyn Phelps (Associate Provost for Faculty and Administrative Affairs), Heidi Gauder (Libraries, Coordinator of Research and Instruction)

Announcements:

- Next ECAS meeting Friday March 23
- Next ELC Meeting, Monday March 19, 10:30am-12:00pm
- Next Academic Senate Meeting, Friday March 16

Business items:

- Approval of minutes from 3/9/18 ECAS meeting: Unanimously approved with no revisions
- Maternity Leave Report (GUEST: Carolyn Phelps): Carolyn updated ECAS on the use of maternity leave during the 2016/2017 AY. See attached report. Questions and discussion followed.
- Information Literacy Task Force Report (GUEST: Heidi Gauder): Heidi updated ECAS on the work of the Information Literacy Task Force, including their work collecting information regarding the research skills that departments expect their students to learn, how they're taught, and the types of resources they expect students to utilize. She shared that the task force has seen a lack of assessment of information literacy in upper level courses and recommends that this take place.
- Masters in Business Analytics Proposal: Unanimously voted to send to Provost's Council, as opposed to having the Academic Senate review the proposal.
- Group Leadership and Facilitation Undergraduate Certificate: Unanimously voted to send the proposal to the APC.
- Proposed Relocation of THR to MUS from CMM: Unanimously voted to send the proposal to the APC.
- University Honor's Program Resolution: Discussed the draft of this resolution.
- Timing of distribution of materials to the Senate: Discussed when materials will need to be distributed to the Senate to allow for a vote at the special session on April 27, 2018.
- Lecturer Policy and Merit Task Force Report Prep: Discussed the process by which the policy will be presented at the 3/16/18 Academic Senate meeting, including amendments that will be proposed, or possibly proposed.

**Work in Progress**

Task	Source	Assigned to	Consultation Expectation	Work due	Update
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100% Rule	ECAS	FAC	Broad; consultative authority	February 2017	
Faculty Outside Employment Policy	ECAS	FAC	Broad; consultative authority	February 2017	
Undergraduate Certificate in International and Intercultural Leadership	ECAS	APC	Proposers; relevant parties	April 2017	Passed at Senate 11/10/17
Information Literacy Task Force	ECAS	Ad hoc Committee (Heidi Gauder)		March 2018	
Undergraduate Certificate in Sales Leadership	ECAS	APC	Proposers, relevant parties	April 2018	Withdrawn by SBA
UNRC Merit Task Force	Provost	Task Force	Chairs, supervisors	December, 2017	
Undergraduate Certificate in Human Sexuality	Sociology	APC	Broad	November, 2017	Passed at Senate 1/19/18
Report on UDCI	ECAS	APC	Admin, faculty who have gone, etc.	March, 2018	
Review of Post- Tenure Review Policy Fact Finding Report	ECAS	FAC	As needed	April, 2018	
Lecturer Promotion Policy	ECAS	FAC	As needed; faculty merit task force	March, 2018	
Process for Approval, Adjustment, and Renewal of UG Academic Certificates	ECAS/APC	APC	CAPC, Asst. Provost for CAP, Registrar, others as needed	February, 2018	Passed at Senate 1/19/18
Dialogues with Student Development	ECAS/Student Development	ECAS/SD	Student Development	Fall/Spring 2017-2018	Second scheduled for 3/5/18
Review of University Promotion and Tenure Policy	ECAS	Task Force	Ranked faculty; deans, administration	December 2018	
Academic Honor Code/Student Misconduct	ECAS	SAPC	Associate Deans/Assistant Deans, SGA, Chairs	March 2018	
University Promotion and Tenure Committee Task Force	ECAS	Task Force	Campus wide	December 2018	

University Policy for Assessment	ECAS	APC	Provost Office, University Assessment Committee	December 2017	Passed at Senate 11/10/17
University Honors Program Charge	ECAS	APC/SAPC	Honors programs	December 2018	

The meeting was adjourned at 10:15 am.

Respectfully submitted,

Lee Dixon

## **Report on Faculty Maternity Leaves, 2016/17**

This report describes the use of the maternity leaves and modified duties agreements for the 2016/17 academic year that were established for faculty using the Maternity Leave Policy. The implementation of the policy is related to two existing policies: University Policy on Salary Continuation and the Faculty Maternity Leave Policy. The former policy spells out the length of salary continuation for faculty with varying lengths of service and the latter policy describes how salary continuation may be used with a Modified Duties Agreement to cover faculty responsibilities during a semester-long timeframe. The new policy providing six week of paid maternity leave was effective in AY 2017/18, and thus not reflected in this report.

During the 2016/17 AY, six faculty members took maternity leave, three were pre-tenure faculty and three were full-time non-tenure track faculty. The University policy states that the tenure clock automatically stops in the case of a maternity leave unless the faculty member specifically requests otherwise. All three tenure-track faculty members chose not to stop the tenure clock. Salary continuation was used all cases, though the length of leaves ranged from three to twelve weeks and were not necessarily determined by the amount of leave time individuals had available to them. Four faculty members developed modified duties agreements with their chairpersons. The Modified Duties Agreements demonstrated a variety of approaches to dealing with the maternity leaves. Activities included in Modified Duties Agreements contained a range of responsibilities in curriculum development, research, adjustments of teaching load across terms, and service.

In 2016-17, six weeks of leave at half salary was available to new faculty upon the beginning of their contract. Two of the full-time non-tenure track faculty worked out plans with their department chairs to modify duties that would enable them to avoid formally taking leave and thus maintaining full salary. Given the new policy which provides six weeks of paid maternity leave upon the beginning of one's contract, this type of modified duties is no longer supported.

For faculty members or chairpersons with questions regarding the policies or the development of modified duties, please contact Beth Schwartz in Human Resources or me. Beth has a list of women faculty who have offered to speak with faculty members working through the process. I have samples of modified duties.

Respectfully submitted by

Carolyn Phelps, PhD  
Associate Provost for Faculty and Administrative Affairs